

### SECTION 1: ENTRY DETAILS

Centre name: \_\_\_\_\_

Session (please circle):    Spring    Summer    Winter

### SECTION 2: CANDIDATE DETAILS

Surname: \_\_\_\_\_

Forename(s): \_\_\_\_\_

Gender (please circle):    Female    Male

DOB (DD/MM/YY): \_\_\_\_\_

Do you have specific needs (please circle):    Yes    No  
Please contact us if you have answered yes.

Ethnicity code (see chart p.3): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Tel (day): \_\_\_\_\_

Tel (eve): \_\_\_\_\_

Email: \_\_\_\_\_

Have any of these details changed since your previous entry?  
Circle if applicable:

Name    Address    Tel (day)    Tel (eve)    Email

### SECTION 3: DECLARATION

I agree to abide by the LCM Examinations Regulations, as detailed in the current syllabus.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### General Notes

1. Please complete Sections 1, 2, 3, 4 and 5 clearly, in block capitals.
2. This form may be used for music theatre diplomas.
4. There are no lower age limits for performing, thesis, theoretical or composition diplomas. Teaching diploma candidates must have attained the following ages by the date of entry: DipLCM 16 years; ALCM 17 years; LLCM 18 years. A copy of the birth certificate or other proof of age must be attached to the entry form.
5. Direct entry to LLCM and FLCM: the current fee for consideration for direct entry to these diplomas is **£42 (UK)** or **€60 (Ireland)** Applications should be made to the Chief Examiner in Music at least **FOUR WEEKS** in advance of examination entry (see guidelines in the syllabus).

### Section 1: Entry Details

1. Please indicate your *preferred* exam centre. Details are available on our website, or from the LCM Examinations office. Please refer to the list of diploma centres on page 4 of this form.

### Section 2: Candidate Details

1. Please complete in full. All correspondence about the examination will be sent to this address.
2. Date of birth and ethnicity details are for statistical purposes only, and are not passed on to the examiner.

### Section 4: Examination Details

1. Please tick the appropriate examination, and indicate the instrument or subject if applicable.
2. On first entry, candidates may only enter for the complete diploma. Entry for selections of components is allowed only if the candidate is carrying forward marks achieved previously.

### Section 5: Entry Requirements

1. Please ensure this section is completed, and proof of pre-requisites is attached where applicable. (Photocopies are preferable.)
2. If retaking part of an exam and carrying forward previously achieved marks, a photocopy of the original report form must be attached.

### Submitting the Form

1. Send this form, with payment (payable to **University of West London**), to the representative of the chosen examination centre, to arrive on or before the closing date for entry.
2. If you have any specific needs, a letter giving details and requests for any special requirements (e.g. enlarged sight reading), together with supporting documentation, must be attached.
3. Any timetabling requests (e.g. 'prefer mornings' or 'prefer weekdays') must be made at the time of entry. LCM and representatives will take note of the information given; however, no guarantees can be made that all wishes will be met.
4. **Late entries** will be accepted up to 7 days after the closing date with an additional **Late Entry Fee** of **£42 (UK)** or **€62 (Ireland)** per candidate.
5. Entries may be submitted between the end of the late entry period and the exam date, subject to prior approval from the LCM Exams office. The fee for such entries is double the standard examination fee.
6. Teaching diplomas: The essay/dissertation, and DVD if submitted, must be submitted to the LCM Exams office at the time of entry.

## SECTION 4: EXAMINATION DETAILS

Fees quoted below are online fees.

Entries made using this paper form will be subject to a £3/€3 surcharge

Diploma Type	Level	Section(s)	Tick	Instrument	UK Fee £	Ireland Fee €
<b>Performance</b>  EXCEPT Jazz, Music Theatre & Irish/Scottish Trad.  Please indicate instrument	DipLCM (Standard)	Complete			190.00	271.00
	DipLCM (Recital)	Complete			190.00	271.00
	ALCM (Standard, Option 1)	Complete			232.00	341.00
	ALCM (Standard, Option 2)	Complete			232.00	341.00
	ALCM (Recital, Option 1)	Complete			232.00	341.00
	ALCM (Recital, Option 2)	Complete			232.00	341.00
	LLCM (Standard)	Complete			380.00	558.00
	LLCM (Recital)	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
		Performance only			380.00	560.00
		Programme notes only			105.00	164.00
<b>Teaching</b>	DipLCM	Complete			190.00	271.00
	ALCM	Complete			262.00	393.00
	LLCM	Complete			442.00	655.00
<b>Jazz Performance</b>	DipLCM	Complete			190.00	271.00
	ALCM	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
<b>Music Theatre Performance</b>	DipLCM	Complete			190.00	271.00
	ALCM	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
		Performance only			380.00	560.00
	Programme notes only			105.00	164.00	
<b>Irish &amp; Scottish</b>	DipLCM	Complete			190.00	271.00
	ALCM	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
		Performance only			380.00	560.00
		Programme notes only			105.00	164.00
<b>Church Music</b>	DipLCM	Complete			190.00	271.00
	ALCM (option 1)	Complete			232.00	341.00
	ALCM (option 2)	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
<b>Conducting</b>	DipLCM	Complete			190.00	271.00
	ALCM	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
<b>Theoretical (summer session)</b>	DipMusLcm	Complete			116.00	161.00
	AMusLcm	Complete			158.00	229.00
	LMusLcm	Complete			158.00	229.00
<b>Thesis OR Composition</b>	ALCM	Complete			232.00	341.00
	LLCM	Complete			380.00	558.00
	FLCM	Complete			485.00	724.00
<b>Professional Achievement</b>	FLCM	Complete			485.00	724.00

**Re-entering for a diploma exam:**

It is possible to carry forward marks previously achieved for some components of diplomas. If you have been unsuccessful in a previous attempt and wish to re-enter, please contact us for details. If approval is given for you to carry forward marks from a previous entry, you may pay a reduced fee representing only the components of the exam you are retaking.

**Paper entry fee:**  
All paper entries are subject to this surcharge

**£3 / €3**

**Late fee:**  
(for entries submitted 7 days after the closing date)

**Total PAID:**

<b>£3 / €3</b>

**Pre-requisite Qualifications:**

<b>Diplomas in Performance (except Jazz, Music Theatre and Irish/Scottish Traditional), Diplomas in Church Music</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipLCM in Performance	Grade 5 Theory or alternative
ALCM in Performance: Option 1 (Standard or Recital)	Grade 5 Theory or alternative
ALCM in Performance: Option 2 (Standard or Recital)	DipMusLCM (or an approved alternative)
LLCM in Performance	ALCM in Performance/Teaching in the same subject (or an approved alternative)
FLCM in Performance	LLCM in Performance/Teaching in the same subject (or an approved alternative)

<b>Diplomas in Teaching</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipLCM in Teaching	Proof of age <u>and</u> Grade 5 Theory (Irish/Scottish or Music Theatre candidates must have Grade 8 in the same subject)
ALCM in Teaching	Proof of age <u>and</u> Grade 5 Theory (Irish/Scottish or Music Theatre candidates must have Grade 8 in the same subject)
LLCM in Teaching	Proof of age <u>and</u> ALCM in Performance/Teaching in the same subject (or an approved alternative)

<b>Diplomas in Irish &amp; Scottish Traditional Music Performance</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipLCM in Performance	There are no pre-requisites
ALCM in Performance	DipLCM in Performance/Teaching in the same subject (or an approved alternative)
LLCM in Performance	ALCM in Performance/Teaching in the same subject (or an approved alternative)
FLCM in Performance	LLCM in Performance/Teaching in the same subject (or an approved alternative)

<b>Music Theatre Performance</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipLCM in Performance	There are no pre-requisites
ALCM in Performance	DipLCM in Music Theatre Performance/Teaching (or an approved alternative)
LLCM in Performance	ALCM in Music Theatre Performance/Teaching (or an approved alternative)
FLCM in Performance	LLCM in Music Theatre Performance/Teaching (or an approved alternative)

<b>Jazz Performance &amp; Diplomas in Conducting</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipLCM in Performance	Grade 5 Theory or alternative
ALCM in Performance	Grade 5 Theory or alternative
LLCM in Performance	ALCM in same subject (or an approved alternative)
FLCM in Performance	LLCM in same subject (or an approved alternative)

<b>Theoretical Diplomas</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
DipMusLCM	There are no pre-requisites
AMusLCM	There are no pre-requisites
LMusLCM	AMusLCM or ALCM in Composition (or an approved alternative)

<b>Diplomas in Composition, Diplomas by Thesis</b>	
<b>Level:</b>	<b>Candidates must hold:</b>
ALCM	There are no pre-requisites
LLCM	ALCM in same subject or AMusLCM (or an approved alternative)
FLCM	LLCM in same subject or LMusLCM (or an approved alternative)

Please enclose proof of the relevant pre-requisite qualification with your entry.

Please do not send original documents.

<b>Ethnic origin classifications</b>		
<b><u>White</u></b>	<b><u>Asian or Asian British</u></b>	<b><u>Chinese or other ethnic groups</u></b>
01 British	08 Indian	15 Chinese
02 Irish	09 Pakistani	16 Other
03 Other white background	10 Bangladesh	
	11 Other Asian background	17 Prefer not to say
<b><u>Mixed</u></b>	<b><u>Black or Black British</u></b>	
04 White & black Caribbean	12 Caribbean	
05 White & black African	13 African	
06 White & Asian	14 Other black background	
07 Other mixed background		

## 2018 Examination Dates

Session	Closing date	Practical session dates	Theory exam date
Spring	01 February	10 March – 21 April	
Summer (Scotland & N. Ireland)	21 April	19 May – 23 June	Saturday 16 June
Summer (England & Wales)	01 May	16 June – 21 July	
Winter	01 October	17 November – 15 December	

## Late Entries


<b>Standard entries</b>	Accepted until closing date	Fee paid: published fee (as listed on p.2)
<b>Late entries</b>	Accepted until one week after the closing date	Fee paid: published fee plus late fee
	Accepted up to the day before the exam (subject to conditions)	Fee paid: double published fee

There are no late fees for entries made online at [eric.uwl.ac.uk](http://eric.uwl.ac.uk)

## Music Diploma Centres

<b>England</b>	Birmingham	Summer & Winter
	Bristol	All sessions
	Hull	Summer
	Leeds	Spring & Winter
	London	All sessions
	Manchester	All sessions
	Newcastle	All sessions
	Norwich	Spring
	Nottingham	All sessions
	Sheffield	Summer
	Wakefield	Spring & Winter
<b>Wales</b>	Cardiff	All sessions
<b>Scotland</b>	Edinburgh	Winter
	Glasgow	Spring
<b>Republic of Ireland</b>	Cork (Music)	Spring & Summer
	Dublin	Summer
	Limerick	Winter
<b>Northern Ireland</b>	Belfast	All sessions
	Portadown	All sessions

**LCM Examinations**  
**University of West London**  
**St Mary's Road**  
**Ealing**  
**London W5 5RF**

 **+44 (0)20 8231 2364**

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**[lcme.uwl.ac.uk](http://lcme.uwl.ac.uk)**