



ROYAL  
**BIRMINGHAM**  
CONSERVATOIRE

# AUDITION FAQs

Birmingham City University



# INTRODUCTION

We understand that attending a live or virtual audition will be a new experience for many of our applicants so we want to help. We have prepared a list of frequently asked questions (FAQs) to help you prepare for your music audition.

In addition to this document, we have also prepared a separate guide to help you make an audition recording. Please refer to our [Audition Recording Guide](#) on our website for advice and guidance on making an audition video.

If you are auditioning via recording, the most important thing to remember is that we are looking for potential and not perfection in your audition. We are highly skilled in assessing potential through audition videos and will make allowances for differences in recording quality.

If you still have questions after reading, please contact us: [conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)



# DEADLINES

## Q. When do I need to submit my audition video or portfolio?

A. For music applicants who apply by the 3 October UCAS Conservatoires deadline, please send us your audition video as soon as possible after you apply in order to be considered during our main audition period. Please visit our [website](#) for the most up-to-date deadline.

Applicants in China are asked to submit their pre-screening audition video by **17 October 2022** in order to be considered for an audition in China. All other international applicants should visit our [website](#) for more information.

## Q. What if I miss the audition submission deadlines above, will I still be considered?

A. Where there are still vacancies after our late auditions in February, we will consider your audition submission. Please contact us for more information: [conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)

# RECORDING YOUR AUDITION

## Q. Will I be at a disadvantage if the only technology I can record with is a smartphone or tablet?

A. No. We are looking for potential and not the perfect recording. We are highly skilled at assessing potential through audition videos and will make allowances for different recording quality.

However, if you are still concerned about the technology you have access to, please contact us: [conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)

## Q. Do you have any advice on how to record my audition?

A. Yes. Please read our [Audition Recording Guide](#) for advice and guidance on how to make an audition recording for audition purposes.



## QUICK REFERENCE GUIDE

Here is a summary for you to use as a quick reference:

- Prepare recording space
- Setup recording device(s)
- Test record each piece
- Review test with headphones
- Adjust equipment if needed
- Test record and review again
- Record Piece
- Backup and send files

## RECORDING YOUR AUDITION (continued)

### Q. Do I need to record the whole performance in one take?

A. Please record your audition in one take where possible. At the start of your audition you should introduce yourself and tell us what you will be performing. This introduction should be part of your audition recording and not a separate video.

### Q. Can I use a pre-existing video recording?

A. In exceptional circumstances, and only if you are unable to make a new audition recording, you may use a pre-existing video recording if the performance meets the audition requirements for your instrument, department or course.

Pre-existing video recordings should have been made within the last 12 months and should demonstrate your current level of skill and ability. Any pre-existing video recordings should also feature you as the prominent performer (i.e. the lead guitarist or solo pianist).

If you are submitting some pre-existing video material as part of your submission you should record a separate verbal announcement, stating the composer/title, as well as where and when the recording was made.

### Q. Should I announce my programme?

A. You should **either** announce the full details of your programme at the start of your recording (i.e. composer/title of each piece) **or** announce each piece (or set of pieces) before you perform it.

### Q. How much editing is allowed?

A. The recording/recordings submitted should not be edited. If any editing is suspected, we may ask you to submit an additional audition recording.

However, if you are using an accompaniment track, you are free to edit that before the performance. An example could be if your accompaniment comprises more than one instrument, and those lines have been recorded separately.

### Q. How much of the performer should be in shot?

A. Please see our Audition Recording Guide for more information.

### Q. How long should my audition recording be?

A. Please visit our [Audition Requirements](#) page for more information.





## SUBMITTING YOUR AUDITION

### Q. How should I submit my audition recording/portfolio?

- A. You should upload your audition recording links or online portfolio onto the MySRS portal following the guidance received in your acknowledgement of application email.

Please upload your portfolio on a platform such as Dropbox or Google Drive, where you can view and listen to the contents of your portfolio directly through the website without having to download them separately and doesn't have an expiry date.

For audition videos, please upload this to YouTube and **ensure you choose 'Unlisted'** as it limits visibility to only those with the link to the video. There is a short guide on how to set up a YouTube channel and share an unlisted video on the bottom of this guide.

### Q. What format should I follow for my portfolio submission?

- A. We request that Composition and Music Technology portfolios are submitted as one folder following this format:

**Folder title:** First Name\_Surname\_UCAS Applicant ID

Subfolder I – Scores

Subfolder II – Recordings

# VIRTUAL INTERVIEWS

If you have chosen a Virtual Audition as your preferred method of audition, you may be invited to attend a virtual interview as part of your audition. To help you prepare, we have outlined a few FAQs below:

## Q. Do I need my instrument during my virtual interview?

A. If you are applying for one of our performance courses, please bring your instrument with you to your virtual interview. You may be required to perform technical assessments such as sight reading or scales.

## Q. What if I don't have access to an instrument for my virtual interview?

A. Please contact us if you do not have access to an instrument for your virtual interview:  
[conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)

## Q. How will I hear about my virtual interview?

A. Please keep an eye on UCAS Conservatoires Track for an invitation to your virtual interview which will also be sent to you via email.

For overseas applicants from outside of China and Taiwan, we will be in touch with you via email should we need to arrange a virtual interview for you.

## Q. When will virtual interviews be held?

A. Our main audition period is in November and early December. This is when most of our virtual interviews will take place. If you have applied after 3 October or submit your audition video/portfolio after the deadlines above, you may be invited to a virtual interview during our late audition period in February.

## Q. How long will my virtual interview be?

A. Virtual Interview times will vary slightly by instrument, department and course but will be about 20 minutes long.

## Q. What do I have to prepare for my virtual interview?

A. Each of our departments have prepared a bit of guidance on what you can expect during your interview. Please visit our [Audition Requirements](#) page for more information.

## Q. What technology will I need?

A. All applicants invited to a virtual interview will need access to a device with a screen, microphone and a webcam. A tablet or laptop with an inbuilt microphone and webcam will work well but you can also use a computer with an external webcam and microphone for your virtual interview. A smartphone with an inbuilt webcam and microphone can also be used by any applicant who will not be required to perform sight reading.

For performance applicants, you will be asked to review a short study/ sight reading to perform to the panel and so you will need access to a device with a screen 7 inches (17cm) or larger for your virtual interview.

If you are concerned about the technology you have access to in order to participate in a virtual interview, please contact us: [conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)

## Q. What if I don't have access to a screen larger than 7in (17cm)?

A. If you are a performer, please contact us if you do not have access to a screen larger than 7in (17cm) for your virtual interview: [conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)





## VIRTUAL INTERVIEWS (continued)

**Q. I'm a Jazz applicant, will I need my small band for the virtual interview?**

A. No, you won't need your small band for the virtual interview.

**Q. I'm a performance applicant, will I need my accompanist for the virtual interview?**

A. No, you won't need your accompanist for the virtual interview.

## STILL HAVE QUESTIONS?

We hope this FAQ answered a lot of the questions you might have about your audition and virtual interview.

If you still have questions, we'll be happy to hear from you so please get in touch:  
[conservatoire.admissions@bcu.ac.uk](mailto:conservatoire.admissions@bcu.ac.uk)

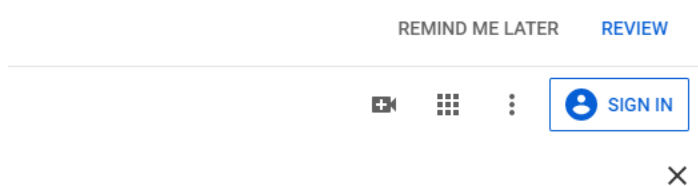
# Uploading Videos to YouTube

## Introduction

You may have to present a video of yourself performing to examiners or an audition panel. The YouTube platform is an almost globally available video distribution service, with the functions to easily share videos, whilst keeping them private. The Scope of this guide is to educate you on how to create a YouTube channel and upload a video to it that can then be accessed and assessed externally.

## Creating a Channel

If you do not already have a YouTube channel, or would like to create a separate one for audition purposes, go to <https://www.youtube.com/> and on the top right corner click **Sign In**.



You will then be directed to a login screen. To the left of the Next button there is the option to create an account. Select '**Create Account**' then choose '**for Myself**' from the option list.

A screenshot of the Google Sign in screen for YouTube. The screen has a white background with the Google logo at the top. Below the logo, it says 'Sign in to continue to YouTube'. There is a text input field for 'Email or phone' with a blue border. Below the input field, there is a link for 'Forgot email?'. Further down, there is a message: 'Not your computer? Use Guest mode to sign in privately.' with a link for 'Learn more'. At the bottom, there are two buttons: 'Create account' and 'Next'. The 'Next' button is blue with white text. At the very bottom of the screen, there is a footer with 'English (United States)' and a dropdown arrow, followed by links for 'Help', 'Privacy', and 'Terms'.

In the next screen, fill in the form and select **next** or create a new Gmail address for the new account. After Creating a new account, you will need to Sign In. Go back to the sign in screen and enter in the details that you signed up with.





## Verifying a Channel

If you are uploading a video of over 15 Minutes you will need to verify your account. Failure to do this before uploading will result in YouTube refusing to process the video.

Processing abandoned  
Video is too long. [Learn more](#)

To verify an account, you will need to sign in, then go to <https://www.youtube.com/verify>. Enter your phone number then follow the instructions on screen. After verification is complete then you may upload your video.

## Uploading a video

- After you have signed in, on the top right corner select the Camera Icon  and select '**Upload Video**'.
- You may be presented with the option to use your name on the account or a custom name for the channel. Choose one and continue. Fill in the next form or choose to skip later.
- Click **Upload Video**, and you will be directed to a page that will allow you to select the video file of your choice.
- Click the select files button and navigate to the video file you wish to upload and select it.
- Fill in the details form for the video and click **next**.
- Add any video elements that you want, then click **next**.
- Visibility. We recommend that you choose '**Unlisted**' when uploading for assessment as it limits visibility to only those with the link to the video. After the piece has been graded you can then change the visibility to however you please.
- Click **Save**.
- Keep the browser tab open while the video uploads, if you navigate away from the tab, the upload will stop and you will have to start the upload process again.
- After the upload is complete, YouTube will need to process the video. You can now navigate away from this page.
- After the video is processed you can then copy its link, by clicking on the options button of the video  and selecting '**Get Shareable Link**'.
- Send the link to whomever needs to see your video.