



Royal Conservatoire *of* Scotland

Muhlenberg College
Guide for Applicants and Course Catalogue: 2021/2022

Bachelor of Music (Hons)
BA Contemporary Performance Practice (Hons)
BA Production Technology and Management
BA Production Arts and Design
BA Modern Ballet

Introduction

The Royal Conservatoire of Scotland is one of the worlds' leading Conservatoires and we are unique in Europe in offering such a rich range of programmes, which include dance, drama, music, production and film. We recruit students from around 69 countries across the world and, which, of course, includes many from the United States of America.

We are delighted that you are interested in joining us at the Royal Conservatoire and we would be very happy to consider an application from you for term one, terms two and three or for an entire year. We can guarantee you an experience of exceptional quality.

Our term dates for session 2021/2022 are:

Term 1	Monday 20 September 2021	New Students (Welcome & Transitions Week)
	Monday 1 November 2021	Independent Learning Week
	Friday 10 December 2021	Term 1 Ends
	Monday 13 December 2021	Winter break begins
Term 2	Monday 4 January 2022	Term 2 begins
	Monday 21 March 2022	Intensive Choice Week
	Friday 25 March 2022	Term 2 ends
	Monday 28 March 2022	Spring break begins
Term 3	Monday 11 April 2022	Term 3 begins
	Monday 13 June 2022	Bridge/Transitions week
	Friday 17 June 2022	Term 3 ends

The RCS academic year is divided into three terms: September through December, January through March and April through June. Muhlenberg students may enrol for term one, ending in mid-December when modular teaching is completed and alternative assessments are arranged; terms two and three, starting in January and concluding with June examinations; or the full academic year, with examinations in January and June.

How to Apply

Applicants should apply using the Association of European Conservatoires' EASY application system at <https://aec.dreamapply.com/> prior to 26th March 2021. The application should be completed in full with a recording/portfolio, learning agreement, letter of motivation, CV, transcript and reference all uploaded as instructed. The learning agreement can either be generated using the Study Plan option on EASY or uploaded as an attachment. The learning agreement form for Muhlenberg applicants can be found online at <https://www.rcs.ac.uk/apply/erasmus/>

Audition feedback can be requested as per our Feedback policy <http://staging.prcht.co.uk/applicants/wp-content/uploads/2017/08/Feedback-Policy.pdf>

Programme information and audition requirements

Bachelor of Music with Honours (BMus Hons)

The Bachelor of Music programme is a four year full-time programme for performers and composers of outstanding potential. It is practical in focus and vocational in purpose. Its structure and content are flexibly designed to allow students to develop the full range of their abilities and pursue their musical interests and aspirations to a high level, with a view to postgraduate study or professional employment as performers, composers, teachers, or in other portfolio careers in the music profession.

Currently, there are six pathways through the BMus programme:

- Performance
- Composition
- Jazz
- Traditional Music
- Traditional Music – Piping
- Joint Principal Study

It is anticipated that Muhlenberg College applicants will apply to the BMus Performance pathway for entry into either year two, three or four. Each successful applicant will have a 90-minute one-to-one lesson each week in addition to taking other core and Options modules.

The modules students will take are listed as follows. Please be aware that this information is correct as of academic year 2020/2021 but could be subject to slight revision in academic year 2021/2022. Muhlenberg College students who come to study at the Conservatoire for less than a full academic year will take fewer than 120 Scottish Credits (SCQF). The amount of credit will be calculated prior to arrival via completion of the learning agreement form.

Year 2		
Performance 2	Core	60
Integrated Music Studies 2	Core	30
Music Leadership	Core	10
Options (from Music/Drama/Dance/Production/Film, any level)	Options	20
TOTAL (SCQF)		120
Year 3		
Performance 3	Core	60
Ensemble Musician 1	Core	10
The Teaching Musician	Core	10
The Freelance Musician	Core	10
Analysing Music <i>or</i> Researching Music and Culture <i>or</i> Special Repertoire Topic	Core	10
Options (from Music/Drama/Dance/Production/Film, any level)	Options	20
TOTAL (SCQF)		120
Year 4		
Performance 4	Core	80
Ensemble Musician 2	Core	10
Options (from Music/Drama/Dance/Production/Film, any level)	Options	30
TOTAL (SCQF)		120

Applicants should supply an audio-visual recording of a performance of two contrasted works on the principal instrument or voice. Those who play Timpani and Percussion should contact international@rcs.ac.uk for a list of pieces they should record. Composition applicants should submit at least two compositions (preferably recent examples) together with brief analytical notes, and recorded performances and software files wherever possible. It is important to choose music that will demonstrate present level of achievement and musical potential.

Applicants are selected primarily on the basis of merit and potential. However, due attention is also paid to the range of Principal Studies accepted in order to ensure the optimum experience for each student and to sustain the critical mass required for curricular activities, such as the symphony orchestra. All decisions will be posted on EASY.

BA (Hons) Contemporary Performance Practice

The programme aims to:

- provide a broad-based practical study of contemporary theatre and performance
- establish the concept of praxis, a dialogue between the critical study of performance and the creative work of the artist
- provide the student with the knowledge, skills and understanding to realise the aesthetic and social potential of the making of performance with other people
- enable the student to experience various relationships to audiences, performance environments and contexts
- serve the wider performing arts profession's increasing demand for skills and aptitudes beyond the traditional understanding of theatre and the received understanding of live art and performance practices, and thereby promote employability of its graduates
- encourage the student to develop a variety of approaches and attitudes to making performance by working with professional theatre-makers and artists of the highest calibre

Our students say that studying Contemporary Performance Practice at the Royal Conservatoire is like nothing you could ever imagine. The programme is for aspiring performance-makers who wish to develop their skills as innovative and socially-engaged performers, directors, teachers, and cultural leaders who can realise their aspirations to create and shape the future of new work. This could be the programme for you if you are passionate about creating performance, but you are unsure of what you would specifically like to do in the field.

You will be able to explore realisation of your ideas through the disciplines of performance, education, installation, movement, research and documentation. We will help you to develop your performance skills in our world-class facilities with our staff, visiting practitioners, directors and lecturers. You will have regular opportunities to take part in specialist workshops and masterclasses, you will push yourself and push boundaries, creating new works with image, action, sound and text.

Muhlenberg students will be placed in year 2 or 3 of the CPP programme. The modules students will take on the CPP programme are listed as follows. Please be aware that this information is correct as of academic year 20/21 but could be subject to slight revision in academic year 2021/2022. Muhlenberg College students who come to study at the Conservatoire for less than a full academic year will take fewer than 120 Scottish Credits (SCQF). The amount will be calculated prior to arrival via completion of the learning agreement form. The credit totals stated below are for indicative purposes only and could be subject to change on arrival.

Bachelor of Arts Contemporary Performance Practice – Year 2 – Term 1

Module	SCQF Credits
<i>Performance as Social Practice: Experiment</i>	20
<i>Radical Pedagogy</i>	7
<i>Options Module (e.g. Devised Movement in Theatre)</i>	10
<i>Options Module (e.g. Negotiated Project)</i>	10
Total	47

Bachelor of Arts Contemporary Performance Practice – Year 2 – Terms 2 and 3

Module	SCQF Credits
<i>Performance as Social Practice : Application</i>	30
<i>Radical Pedagogy</i>	14
<i>Choreography : People and Place</i>	30
<i>Options Module (e.g. Body Awareness for Performers)</i>	10
Total	84

Bachelor of Arts Contemporary Performance Practice – Year 2 – Full Academic Year

Module	SCQF Credits
<i>Performance as Social Practice: Experimentation</i>	20
<i>Performance as Social Practice: Application</i>	30
<i>Choreography, People and Place</i>	30
<i>Radical Pedagogy</i>	20
<i>Collaborative Projects</i>	10
<i>Options</i>	10
Total	120

Bachelor of Arts Contemporary Performance Practice – Year 3 – Term 1

Module	SCQF Credits
<i>Collaborations</i>	20
<i>Options Module (e.g. Negotiated Project)</i>	10
<i>Options Module (e.g. Alexander Technique 1 or Practical Stage Make-up)</i>	10
Total	40

Bachelor of Arts Contemporary Performance Practice – Year 3 – Terms 2 and 3

Module	SCQF Credits
Choreographic Practice in Social Contexts	30
Dissertation	20
Options	10
Total	60

Bachelor of Arts Contemporary Performance Practice – Year 3 – Full Academic Year

Module	SCQF Credits
<i>Collaborations</i>	20
<i>Placement</i>	20
<i>Performance Research</i>	30
<i>Performance Writing</i>	30
<i>Options</i>	10
<i>Options</i>	10
Total	120

Applicants should submit the following:

1. An e-recording of a personal statement (straight to camera). This should include a brief overview of your background and why you are interested in studying at the Conservatoire.
2. An e-recording of yourself performing a short performance piece (please email international@rcs.ac.uk to be sent the performance piece pictures)
3. A performance analysis

Upon submission of your application you may be contacted for a Skype interview.

What is the Performance Piece?

- You will be invited to prepare an original, devised performance piece using as a starting point your selection from a number of pictures which will be sent to you with your invitation to attend for audition. You may, if you wish, choose elements from any or all of the pictures. They are random pictures but you may see a 'theme' in them and wish to explore that.
- The piece must last no more than 3 minutes, so time yourself.
- It does not have to be naturalistic or 'tell a 'story'.
- The main thing to avoid is performing a 'talking head'. In other words don't just perform a spoken monologue in character without any of the ideas below. Try, as far as possible to turn your ideas into images.
- Try to give your piece a structure (even though it's only 3 minutes) for example, you may begin and end with the same 'moment' in time.

Your piece may include one, some or all of the following:

- Real objects: e.g. teapot, iron, hat, suitcase, clothing etc.
- Symbolic objects: e.g. cross, flower, mask, etc.
- Spoken word: e.g. text you've written yourself, text from a play, text from a poem, a newspaper article, a politician's speech etc.
- Action and movement: e.g. gestures, everyday activity, found activity (copying the way someone you see in the street walks, an air hostess giving emergency instructions, someone dancing in a club etc.), dance etc.
- Music: e.g. a song sung live, music and/or sound recorded onto MP3 or CD, music played by you on an instrument etc.

The Written Exercise – Performance Analysis

You are invited to write about a live performance event you have seen recently, saying what you liked/disliked about it and why. You are asked to explain why this performance was an important experience for you. The written Performance Analysis will give us an indication of your ability to communicate your ideas about performance in good written English. You are advised to write about a live performance event which you feel strongly about. Your Performance Analysis should be no longer than 500 words and must be all your own work.

BA Production Technology and Management (BA PTM) / BA Production Arts and Design (BA PAD)

BA PTM - This programme is for students who wish to train in one or more of the following areas:

- Stage Management
- Lighting
- Stage Technology
- Sound Technology

BA PAD – This programme is for students aspiring to a career as a Production Artist or a Set/Costume Designer in the performing arts sectors of the creative industries specialising in one or more of the following areas:

- Scenic Art
- Costume Construction
- Set Construction
- Prop-making
- Set and Costume Design

The programme will allow you to develop your abilities in a real world context, with a focus on building high-level practical skills but allowing you to take on greater responsibility for the management of resources and leadership in productions if you choose. We will help you to develop the specialist practical, aesthetic, and conceptual

skills, confidence, and professionalism to work collaboratively with directors, producers, and performers.

Students on this programme are very self-motivated. There are no regular classes as most of the learning is done on live productions. Most of the main fully produced shows are in the drama studio (Chandler Theatre) or in the proscenium theatre (New Athenaeum). There are shows in production all year round so there is always something going on. For example, in term one of academic year 18/19 there were two final year acting shows in the main theatre and another in the studio as well as a musical and two weeks of fringe-style devised work in the studio. There are also some other smaller works such as opera and musical theatre showcases in the music venues too (the Conservatoire has a concert hall, a recital room and an opera studio).

Teaching is in blocks - one at the start of year one and one in the middle of year two. Outside of these teaching blocks, Tuesday through to Friday/Saturday is all production work. Personal and Professional Development classes take place on a Monday along with Options (modules delivered by other programmes) and tutorials/group meetings.

There are 20 students in each of the three years of the BA PTM programme. These students are spread across four subject areas of stage management, lighting, stage technology and sound technology. In stage management, there are around 6 students in each year (18 in total across the whole programme) with two full-time stage management staff.

All Muhlenberg students are provided with a pair of steel toe-capped safety boots and other safety equipment. Muhlenberg students are also exempt from paying the consumables fee, i.e. levy.

Muhlenberg students will usually be placed in year 2 of the BA PAD or PA PTM programmes but the Head of Production reserves the right to offer places in year 1. Applicants for BA PTM can apply to come in either term 1 or terms 2 and 3. However, terms 2 and 3 are preferable, because there is a lot more classroom teaching in year 2 in March. There is also the chance to take on a more senior show role as well.

The modules students will take on the BA PAD and BA PTM programmes are listed as follows. Please be aware that this information is correct as of academic year 19/20 but could be subject to slight revision in academic year 2020/21. Muhlenberg College students who come to study at the Conservatoire for less than a full academic year will take fewer than 120 Scottish Credits (SCQF). The precise amount will be calculated prior to arrival via completion of the learning agreement form. The credit totals stated below are for indicative purposes only and could be subject to change on arrival.

Bachelor of Arts Production Arts and Design – Year 2 – Term 1

Module	SCQF Credits
The Production Context	30
Options	10
Total	40

Bachelor of Arts Production Arts and Design – Year 2 – Terms 2 and 3

Module	SCQF Credits
Minor Subject Allocation 2	10
Self Promotion	10
Design in Practice	40
Total	60

Bachelor of Arts Production Art and Design – Year 2 – Full Academic Year

Module	SCQF Credits
Major Subject Allocation 2 AND Minor Subject Allocation 2	30
OR The Production Context AND Minor Subject Allocation 2	10
OR Major Subject Allocation 2 (Extended)	30
OR The Production Context (Extended)	40
Self-Awareness and Promotion	20
Visual Communication Skills	10
Major Subject Allocation 3 OR Design in Practice	30
Options	10
Options	10
Total	120

Bachelor of Arts Production Technology and Management – Year 2 – Term 1

Module	SCQF Credits
Personal and Professional Development 2	10
Communication 2	10
Stagecraft 2	10
Negotiated Project (10) or (20)	10 or 20
Total	40 or 50

Bachelor of Arts Production Technology and Management – Year 2 – Terms 2 and 3

Module	SCQF Credits
Personal and Professional Development 2	13
Stagecraft 2	20

<i>Communication 2</i>	<i>20</i>
<i>Management 2</i>	<i>13</i>
<i>Options</i>	<i>10</i>
Total	76

Bachelor of Arts Production Technology and Management – Year 2 – Full Academic Year

Module	SCQF Credits
<i>Stagecraft 2</i>	<i>30</i>
<i>Communication 2</i>	<i>30</i>
<i>Management 2</i>	<i>20</i>
<i>Personal and Professional Development 2</i>	<i>20</i>
<i>Options</i>	<i>10</i>
<i>Options</i>	<i>10</i>
Total	120

Applicants should submit examples of your work via EASY which might take the form of at least some of the following, depending on your specialism:

- Art portfolios, sketches, models, photographs
- Samples of practical work such as props, costume, small pieces of woodwork etc.
- Prompt books, cue sheets and other production related documentation.
- Set and/or costume designs either as sketches, renderings or three-dimensional models.
- Examples of lighting and/or sound designs.
- Rigging plans or technical specifications sheets.
- Evidence of previous production experience such as press cuttings or programmes, whether at school, amateur level or professionally.

You may also be asked to complete a written exercise and/or invited to an interview via Skype.

The application review panel will be assessing, amongst other things;

- The relevance and validity of your previous experiences, both academic and production-related.
- Your ability to analyse production requirements, make appropriate decisions and communicate and defend your conclusions.
- Your understanding of the Technical and Production Arts industry and the nature of the training programme have applied for.
- Your career aspirations and approach to achieving your goals.

BA Modern Ballet

The BA Modern Ballet programme is delivered in partnership with Scottish Ballet. This three-year programme is designed to help you build a robust classical technique and prepare you for the profession as a confident, versatile and technically strong dancer. You will graduate with the skills required by professional ballet companies as well as the ability to communicate effectively with an audience through the performance of a wide variety of classical, modern and contemporary choreography.

Our partnership with Scottish Ballet provides numerous opportunities, allowing you to gain invaluable insight into professional life. You will work regularly with Scottish Ballet staff and dancers, and internationally-acclaimed teachers and choreographers. You will have the opportunity to participate in performances or placements.

Our facilities are among the best in Europe and feature state-of-the-art dance studios and professional venues, as well as a whole range of other facilities to support you. You will take part in numerous performance opportunities, within a variety of environments and contexts, further enhancing the breadth of training and enhancing your employability. We aim to train you to be versatile and adept across a variety of styles to prepare you to work both in the UK and internationally.

A typical week consists of daily ballet class, classes in pas de deux, contemporary dance, repertoire, pointe work, virtuosity, contextual studies, Pilates and Gyrotonics. Students have the opportunity to work individually with tutors on techniques and repertoire solos. In addition, there will be observation sessions at Scottish Ballet and work with Company members where appropriate. The timetable is predominately practical (general 9am to 5pm) with additional Saturday morning sessions.

The programme aims to:

- develop the individual technique of each student, focused towards a career as a professional dancer and giving them the opportunity to achieve their full potential
- create critically self-reflective dancers who are able to perform a variety of styles and dance techniques with artistic integrity and document and communicate their experiences
- provide a structured experience of a diverse range of classical and modern repertoire, through which students will gain an understanding of the stylistic and physical demands of different dance genres and their performance potential.
- facilitate students to work effectively and creatively as individual artists and in collaboration with others
- equip students with knowledge, understanding and maintenance of safe dance practice
- provide opportunities for students to work with a range of nationally and internationally-recognised professionals, towards the student gaining further insight and knowledge and the ability to work in a variety of diverse cultural contexts

Applicants should submit a recording via EASY and ensure that you chapter each section clearly. The camera should be positioned so that the full range of movements is shown. Practice clothes and soft ballet shoes should be worn.

Barre Work (Exercises should be performed on both sides)

Approximately 15 minutes, including:

- Plies
- Battements Tendus and Battements Glisses
- Ronds de Jambes and Battements Fondus
- Adage
- Grands Battements

Applicants should give details of the highest level of external examination attained (if any), the date and the mark awarded. They should also state which Dance Society this was with (i.e. RAD, ISTD, etc.). It should be noted that this is **not** a prerequisite for audition and merely an indication of level. This should be noted in the letter of motivation.

Photographs

Applicants should upload the following photographs to EASY. If this is *not* possible they should be emailed to international@rcs.ac.uk

- (i) Demi-plie en face, arms in bras bas
- (ii) Degage a la seconde, arms in 2nd position
- (iii) Arabesque en l'air, facing decote (side)
- (iv) Girls only – 2nd position en pointe, arms in 5th position

The photographs do not need to be professionally taken but should be against a plain background and of good quality. Applicants should be photographed in leotard and tights

Centre Practice and Allegro

Approximately 20 minutes, including:

- Battements Tendus/Glisses/Grands Battements
- Adage
- Pirouettes – can be taken from 5th, 4th and/or 2nd position, shown both en dehors and en dedans. Pirouettes should be performed on both the right and the left side
- Petit Allegro/Warm-up jump
- Allegro enchainement
- One grand allegro enchainement

Females

In addition to the above, females should show a short example of pointe work.

General Academic Information

What are Options modules?

All exchange students should take at least one Options module. Options are 10 or 20-credit modules spread across all the disciplines of music, drama, dance and film and they give students the opportunity to study subjects outside of their area of primary focus. Degree-seeking students take priority and so you may not get your first choice. If you're coming here in term 1 or terms 2 and 3 you will usually take one Options module and if you're coming here for the full academic year you will usually take two Options modules. The most popular Options modules taken by exchange students are:

- Negotiated Project
- Alexander Technique 1
- Practical Stage Make-up
- Body Awareness for Performers
- Philosophy of Art and Culture
- Rhythm Theory 1
- Compositional Techniques : 1900 - Present Day

However, you may choose another from the list if you wish to (subject to space and any pre-requisites). If you're offered a place at the Conservatoire you will be contacted by email and asked to select your top three preferences. Current Options module descriptors can be viewed at <https://inspire.rcs.ac.uk/course/view.php?id=3195>

What are credits?

The Conservatoire delivers modules that have a credit rating mapped to SCQF (Scottish Credit and Qualifications Framework) levels.

Each 'credit' equates to 10 hours of notional student effort. This is not 10 hours of classroom time, but the number of hours it will take to complete the module. For example, if a module is 20 credits, we think it needs 200 hours of work to achieve the learning outcomes. Your timetable might show 100 hours of rehearsal, but, when you add the time you spend researching, developing ideas independently and performing, etc. it totals 200 hours, therefore 20 credits.

SCQF credits = 0.25 USA credits. For example, a module worth 10 SCQF credits is equal 2.5 USA credits.

How will I be assessed?

Once your modules have been finalised and you have met with your Head of Programme, each of your assessments will be listed on your Student Contract. Your Student Contract is an electronic record individual to you. It is very important as it lists all your modules for your study abroad period.

There are lots of different assessment types – for example it could be an essay or a presentation or a performance.

The programme handbook will give you more details about the requirements of the assessment. If you are unsure, you should speak to the module co-ordinator (or the Programme Support Administrator within the AAS Office).

You have to pass every assessment to be awarded the credits for the module.

How many credits will I be awarded?

The number of credits that you are working towards is listed on your Student Contract. If you successfully complete your assessments, these are the number of credits that will be awarded and listed on your transcript.

We expect you to take an appropriate number of credits for the duration of your studies.

- Full year = **120 credits**
- One term = **40 credits**
- Two terms = **80 credits**

Whilst your module profile might not equate to exactly this number of credits, this is a guide to the number of credits that you should expect to be able to achieve.

Students will enrol in a standard full-time study load and complete all relevant assessments in accordance with the rules and regulations of the Conservatoire.

Students studying for terms two and three or for the full academic year must sit any final examinations attached to the modular courses they study. Students in term one will have alternative final assessments arranged for them prior to departure. Students will meet with their Head of Programme to determine their assessment schedule.

How will I be graded?

The Conservatoire uses a mix of graded assessments and assessments that will result in a pass/fail grade. Some of your modules may be graded Pass or Fail. In these cases, this is the grade and you will not receive an alpha-numeric grade.

Your Student Contract shows whether the assessment is graded or pass/fail.

The assessment scale is:

Common Assessment Scale	Descriptor
A1	Excellent
A2	
A3	
A4	
A5	
B1	Very Good
B2	
B3	
C1	Good
C2	
C3	
D1	Satisfactory
D2	
D3	
PASS	
FAIL	
E1	Inadequate/Fail
E2	
F	Serious fail
NS	Non-submission/Non-appearance

When will my assessment take place?

You will find details in your programme handbook; on your timetable (Asimut) or on your Student Contract. If you aren't sure when your assessment is taking place, your module co-ordinator will be able to help.

In some cases your assessment might be scheduled differently from others on the module. This will be to allow you the opportunity to complete the assessment before your study abroad period finishes.

What if I fail an assessment – will I be offered a resit?

If you fail any of your assessments, we will let your home institution know. Depending on the nature of the assessment, it might be possible for us to offer you a resit (for assessments that can be submitted remotely or if the resit can be taken before you finish your study abroad period).

Whether the Conservatoire provides you with a resit opportunity will be agreed with Muhlenberg College. Muhlenberg College's regulations will apply and it will be for them to decide how you overtake the failed credits.

If you have failed an assessment you can speak to a member of the International and Student Experience team who will be able to contact your study abroad co-ordinator at your home institution.

What will happen if I don't submit an assessment?

Work submitted late will not be accepted and will be recorded as a failure due to non-submission. If you do not submit your assessment on time, this will not be accepted and you will fail. If you do not attend a published assessment (such as a performance), you will also be failed due to non-submission/ no-show.

Can I have an extension?

For some assessments this might be possible. You should apply for an extension to your deadline using an Extension Request Form (downloadable from your Student Contract). Extensions should normally be requested a minimum of 48 hours in advance of the deadline and are usually only granted for 1 or 2 working days, exceptionally for a maximum of 7 calendar days.

You will not be granted an extension for after your study abroad period has finished.

I'm unwell, what should I do?

The first thing to do is to log your absence via Asimut. If you're going to miss a formal assessment you should contact either the module co-ordinator or your Programme Support Administrator.

If you miss any assessments due to illness you must follow the Personal Mitigating Circumstances (PMC) procedure. You should submit a PMC form and documentary evidence as soon as possible once you are well enough to do so.

If you are absent for more than 7 calendar days due to illness, you must submit a PMC form and medical evidence – even if you haven't missed any assessments.

It's really important that you follow this procedure or you could be failed due to non-submission/attendance.

Will my attendance be monitored?

Yes - you are required to attend all lessons, classes, rehearsals and performances. Unauthorised absence is not permitted although you can request time off via the absence procedures.

I don't understand my grade, what should I do?

You should read over your feedback and consider this in relation to the assessment criteria. If you are still unclear why you have received your grade, speak to your Head of Department/ Programme or the module co-ordinator.

Will I get a transcript?

Your transcript will be sent directly to Susan Norling at Muhlenberg College as soon as possible after your exchange has finished.

If you require a copy of your grades before finishing, you can print these via your Student Contract.

Term one students typically receive their transcript in February and terms two and three / full year students typically receive theirs in July. .

Copies of your programme handbook and the Rules and Regulations also provide further information. These can also accessed via:

<https://inspire.rcs.ac.uk/course/view.php?id=203> (for programme handbooks) or

<https://portal.rcs.ac.uk/qualityassurance/wp-content/uploads/sites/897/2019/10/Regulations-Codes-of-Procedure-and-General-Rules-2019-20-1.pdf> (for Rules and Regulations). Paper copies are available from the Academic Administration and Support Office.

Disabled Applicants

The Conservatoire welcomes applications from students with disabilities. There are many disabled students who have successfully completed courses at the Royal Conservatoire of Scotland and many who are studying here now, including students with dyslexia, dyspraxia, mental health issues such as depression, epilepsy, IBS, asthma, diabetes and ME. Applicants are encouraged to disclose any current disability in their application, stating whether any adjustments are required upon arrival at RCS. This information is passed to the Counsellor and Disability Advisor, Jane Balmforth, who, in discussion with the student, will arrange for the adjustments to be put in place. https://www.rcs.ac.uk/why_rcs/learn-from-the-best/supporting-you/disabilities/

Post-Application Stage

Once your application has been reviewed, you will either be made an offer of a place or be unsuccessful. All application outcomes are communicated via the EASY system and if you are successful you will receive an official offer letter. You will also be emailed a link to access the pre-arrival and induction information on the Conservatoire student portal. After this, the International and Student Experience team will make contact to discuss your housing and visa requirements. They will also be in touch to ensure that your modules are finalised prior to your arrival. Please note that it is standard practice at the Conservatoire to give out information on a student's timetable after they arrive and not before. On arrival, you will receive an IT (Information Technology) Induction and as part of this session you'll be shown how to use the Conservatoire's timetabling and room booking system called ASIMUT. After this session has taken place you will be able to see your weekly timetable of classes.

Any Muhlenberg student who accepts an offer of a place for the full academic year will be sponsored for their visa under the Student Route and will be issued with a CAS (a unique alpha-numeric code.) All other students will be asked to apply for entry clearance as a Visitor either on arrival at the UK port of entry (if they are a non-visa national) or prior to leaving the USA (if they are a visa national).

Full details of all our programmes are available on our website at <https://www.rcs.ac.uk/studyhere/>

Programme Handbooks for academic year 2021/2022 will be available in August 2021. In the meantime, Programme Handbooks for academic year 2020/2021 are available at <https://www.rcs.ac.uk/apply/erasmus/studyatrcs/>

If you require any further information, please contact Sarah Rushforth, our Assistant Registrar, International and Student Experience at international@rcs.ac.uk