

ENTRY CHECK-LIST

- Correct Application Form has been used
- Block Capitals have been used throughout when completing this form
- Name and Address of Applicant (eg Teacher, Parent or Guardian) has been supplied
- Contact Telephone Number has been indicated on the application form
- Candidates' names have been listed in the order you wish them to be examined
- All details regarding candidates' subjects and grades have been filled in correctly
- Preferred Centre has been indicated in the box provided
- A covering letter has been enclosed if a request is being made to avoid certain dates
- A medical report and a letter outlining requirements has been furnished, in the case of candidates with special needs
- Correct fees have been calculated for the candidates
- **Only one cheque, made payable to the Royal Irish Academy of Music, has been enclosed with this entry**