

## **M4P Summer School Admissions Policy**

Our aim is to offer access to all courses to as many students as we can accommodate, and places will be filled in order of receipt of applications.

## To achieve this aim, we will:

- 1. Consult with tutors to establish caps on total numbers and specific instrument numbers for each course before the brochure goes online.
- 2. Specify in the brochure which courses are capped.
- 3. Accept and confirm applications in order of receipt
- 4. Once caps have been reached, let subsequent applicants know that the course is full, and invite them to change their application.
  - NB. If they are offering a minority instrument, we will check with the tutor if they wish to make an exception.
- 5. Mark the course as FULL on the website.
- Once the total maximum number of students to the school has been reached, subsequent applicants will be informed that they are on a waiting list in case of cancellations.
- 7. The tutors will see a complete list of students on their courses for repertoire planning purposes, but will not be over-riding the first-come first served principle by choosing individual students in preference to others.
- 8. Acceptance of applications will be at the discretion of the Directors of M4P