

This form may be used to enter for any LCME diploma exam. Please complete all sections.

1. Candidate

First name: _____ Last name: _____
Gender: female male (circle) DOB (DD/MM/YYYY): _____
Special needs: yes no (circle) Ethnicity (optional): _____

DOB & ethnicity are collected for statistical purposes only. There is no obligation to provide information on candidate ethnicity but DOB is a mandatory field for all candidates (including adults). It is collected to ensure compliance with Ofqual regulation. Please contact LCME if you require further clarification.

2. Contact details

Please provide FULL contact details for the candidate or their teacher. Notification of exam date & time will be emailed to the email address provided below. The certificate & result will be posted to the address given below.

Postal address: _____

Telephone: _____
Email: _____

3. Session

LCME holds three exam sessions per year, please circle:

SPRING **SUMMER** **WINTER**

4. Exam Centre

You can find public LCME Exam Centres listed: lcme.uwl.ac.uk/information/public-centres

UK & Ireland: DipLCM exams can be taken anywhere. ALCM & above need to be taken at specialist diploma centres.

Overseas: Please confirm with the LCME office whether diplomas can be taken at your chosen exam centre.

Exam Centre: _____

Exam Entry Fees

The fees for the UK and Ireland are available: lcme.uwl.ac.uk/information/entry-fees please make cheques payable to the University of West London. Please contact the LCME office for the fees which apply in other countries.

5. Payment

Late Entries

Late entries will be accepted up to 7 days after the paper entry closing date with an additional late fee (contact LCME for the fee in your region). Entries received later than this are accepted at the discretion of the centre representative and are subject to an available slot in the timetable. The fee for such entries is double the published fee.

Discounts

LCME Registered Teachers and UWL full-time students enjoy 50% discount on all LCME diplomas.

Fee paid: _____ Late fee due: yes no Total paid: _____

6. Subject and Level

Please tick the box next to the diploma you wish to take and indicate the instrument/subject if necessary.

Music Performance

Diploma level	Part	Tick	Please indicate instrument
DipLCM in Performance		<input type="checkbox"/>	
DipLCM in Performance (Recital)		<input type="checkbox"/>	
DipLCM in Performance (Concert)		<input type="checkbox"/>	
ALCM in Performance		<input type="checkbox"/>	
ALCM in Performance (Recital)		<input type="checkbox"/>	
ALCM in Performance (Concert)		<input type="checkbox"/>	
LLCM in Performance		<input type="checkbox"/>	
LLCM in Performance (Recital)		<input type="checkbox"/>	
LLCM in Performance (Concert)		<input type="checkbox"/>	
FLCM in Performance	Complete	<input type="checkbox"/>	
	Performance only	<input type="checkbox"/>	
	Programme notes	<input type="checkbox"/>	

Music Theatre, Irish/Scottish Traditional Music Performance

Diploma level	Part	Tick	Please indicate subject/instrument
DipLCM in Performance		<input type="checkbox"/>	
ALCM in Performance		<input type="checkbox"/>	
LLCM in Performance		<input type="checkbox"/>	
FLCM in Performance	Complete	<input type="checkbox"/>	
	Performance only	<input type="checkbox"/>	
	Programme notes	<input type="checkbox"/>	

Acoustic, Electric & Jazz Guitar Performance

Diploma level	Part	Tick	Please indicate instrument
DipLCM		<input type="checkbox"/>	
DipLCM in Performance (Concert)		<input type="checkbox"/>	
ALCM		<input type="checkbox"/>	
LLCM		<input type="checkbox"/>	
FLCM in Performance	Complete	<input type="checkbox"/>	
	Performance only	<input type="checkbox"/>	
	Programme notes	<input type="checkbox"/>	

Jazz Performance

Diploma level	Part	Tick	Please indicate instrument
DipLCM in Performance		<input type="checkbox"/>	
ALCM in Performance (Recital)		<input type="checkbox"/>	
ALCM in Performance (Standard)		<input type="checkbox"/>	
LLCM in Performance (Recital)		<input type="checkbox"/>	
LLCM in Performance (Standard)		<input type="checkbox"/>	
FLCM in Performance	Complete	<input type="checkbox"/>	
	Performance only	<input type="checkbox"/>	
	Programme notes	<input type="checkbox"/>	

Drama & Communication Performance

Diploma level	Tick	Please indicate subject
DipLCM		
ALCM		
LLCM		
FLCM		

Teaching Diplomas (all subjects & instruments)

Diploma level	Tick	Please indicate subject/instrument
DipLCM (TD)		
ALCM (TD)		
LLCM (TD)		

Thesis & Composition Diplomas

Diploma level	Tick	Please indicate subject
ALCM		
LLCM		
FLCM		

Conducting Diplomas

Diploma level	Tick	Candidates should arrange a suitable venue & indicate below
DipLCM		
ALCM		
LLCM		
FLCM		

5. Accompaniment

Please tick if any of the following statements apply to this entry.

This is not relevant for all diploma subjects – please check the syllabus or handbook for more details.

- I will bring CD backing tracks to play to
- I will supply musicians to accompany me

6. Signature

Submission of this entry form confirms acceptance of the exam regulations and conditions as listed in the current syllabus. Entry fees cannot be refunded. LCME will use the personal data given above only for correspondence relating to this exam entry.

LCME will not use your personal data for marketing purposes unless your consent has been given. If you would like to stay up to date with LCME news & syllabus updates please visit lcm.e.uwl.ac.uk/stay-in-touch.

You can find a copy of LCME's Privacy Notice on our website.

Signature: _____

Date: _____

Session Dates

The practical exam session dates can be found on the website: lcme.uwl.ac.uk/information/session-dates

The theory dates can be found here: lcme.uwl.ac.uk/information/theory-exams

Prerequisite Qualifications & minimum age requirements

Please attach photocopies of the prerequisite qualifications &, if required, proof of age. Full details of the requirements for all LCME diplomas can be found in the online syllabus lcme.uwl.ac.uk/exams. If you do not hold the required qualification there may be alternatives - please contact LCME. You must obtain prior approval to enter in such cases.

Special Needs

LCME will make any reasonable adjustment to the exam procedure to accommodate and support candidates with special needs. Please include details and supporting documents with your application.

Timetabling requests

The Centre Representative will schedule your exam date & time, please use the space below for scheduling requests or indicate dates to avoid. LCME will make all possible attempts to accommodate you but they are not guaranteed. When you enter for an exam please be flexible & available for as many dates within your chosen exam session as possible.

Transfers

If you are unable to make the exam date/time offered to you, you may be able to transfer to an alternative centre. The transfer fee is £20. You will need to find an alternative centre. Transfers can only be considered if the representative of your chosen new centre has space available in their timetable.

Submitting this form

Please attach your fee and supporting documents to this form.

If you are in the UK or Ireland, please post them to the LCME office (address below). If you are based outside the UK/Ireland, please enter through the local Centre Representative.