



THE PEABODY CONSERVATORY  
OF THE JOHNS HOPKINS UNIVERSITY

## Application Instructions for the PERFORMER'S CERTIFICATE

Admissions Office

2012

The Admissions Office has compiled these instructions to help you complete the paperwork and perform the audition needed for us to estimate your ability to succeed at Peabody. Please do not hesitate to call us if you have questions or need further assistance. The number is 800-368-2521. If you live in Maryland, or outside of the U.S., call 410-234-4848.

1. Be sure you have downloaded all necessary forms in Step 1 on the Peabody website. Step 2 is the submission of the **electronic application form**. You will be led to Step 3, which will guide you in the completion of your required **supplemental form**.
2. After submitting your **electronic application**, click on the **printable form** button. Print out two copies. Keep one and mail the other to us, along with the materials in item 4.
3. Complete the **supplemental form** on the web. Print out two copies. Keep one and mail the other to us, along with the materials in item 4.
4. Send one copy of your **printable form** and the **supplemental form** to the Admissions Office before December 1 so we can schedule a February audition for you (or a hearing for your recording). NOTE: *Audition space is limited. Time slots will be filled as applications arrive, so please submit your application as soon as possible.* If you miss the December 1 deadline, you may request an audition in May. The application deadline for May auditions is April 15. Please be aware that *available financial assistance, including federal aid and the lowest-rate loans, will be limited to funds remaining from February auditions.*
5. Submit a "representative list" of the **repertoire** you have studied in your major instrument or area. Please star (\*) repertoire performed in public. Piano or Voice applicants – submit a "*complete*" repertoire list.
6. Fill out the top portion of the three **recommendation forms** and give them to three persons who know your musical ability. Ask that the forms be completed and returned to the Admissions Office as soon as possible. Those filling out the forms for you will appreciate it if you also give them a stamped envelope addressed to the Peabody Admissions Office. As an alternative, you can submit the recommendation forms with your application. Please advise those submitting a recommendation for you to submit the form one time only. They may use any of the following methods:

Mail to: Conservatory Admissions Office  
Peabody Institute of The Johns Hopkins University  
1 E. Mt. Vernon Place  
Baltimore, MD 21202-2308

Email to: [admissions@peabody.jhu.edu](mailto:admissions@peabody.jhu.edu)

7. Ask your high school and any college you have attended to forward your **transcripts** to the Admissions Office after your fall term grades are posted. If you are also applying to another division of Johns Hopkins for a non-music degree, submit another set of transcripts with that application. For U.S. citizens, your **SAT** or **ACT** scores must be included with the transcripts or sent to us by the College Scholarship Service. Our SAT code number is 5532. Our ACT code number is 1730.

**Note:** Homeschooled applicants not working for a diploma through an accredited high school should also submit GED scores. Peabody's policy for homeschooled applicants is on the Peabody website at [www.peabody.jhu.edu/homeschooling](http://www.peabody.jhu.edu/homeschooling).

8. Write a short **essay** (one to two pages in length) about your most memorable musical experience. Optionally (and in a separate note) we would like to hear about any personal or academic issues which might come into play as we process your application. Send these with your supplemental form.
9. International students from countries where the native language is other than English will need to take the **Test of English as a Foreign Language (TOEFL)**. Have the results forwarded to us. It is probable that those scoring less than 213-C or 79-Internet on the TOEFL will need to study English before beginning, and/or during their programs. If we do not have an official TOEFL score for you by February 1, your application will be considered "incomplete" and we will be unable to make an admission decision. Our TOEFL code number is 5532.
10. If you are seeking a performance scholarship or any other form of **financial assistance**, refer to the financial aid website at: [www.peabody.jhu.edu/financialaid](http://www.peabody.jhu.edu/financialaid). Questions about Financial Aid should be addressed to the Financial Aid Office at 410-234-4900.
11. If you wish to transfer to Peabody from another college and wish to be considered for financial assistance at Peabody, you must complete a **transfer release form**.
12. To save time and expense and to preserve the available slots for on-campus auditions, Peabody **pre-screens** applications in several majors. In all cases, pre-screening recordings must be in our hands by the application deadlines. Videotapes, DVDs, and other digital media are not accepted. The pre-screening materials must include your name, major, and the program you are applying to, as well as track numbers for the selections. Selections must be performed without editing. The faculty members will make their decisions in December or early January, and we should have results to you roughly one month before Audition Week. Those approved from the pre-screening process will continue to item 14. Here are the majors that pre-screen, and the specifics of the process:
 

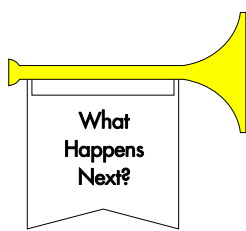
**Cello** – If you intend to audition in person at Peabody you must send a CD recording for pre-screening along with your application. Repertoire is the same as for the general auditions. Pre-screening is *not* necessary if you intend to audition via CD recording (see item 13 below). Be advised that the cello faculty strongly suggest a live audition in Baltimore, however, if you plan to audition via CD recording, occasionally the cello faculty will initiate additional contact with an applicant before making an acceptance decision from a recording.

**Flute** – (February Auditions Only) To secure an audition in Baltimore, it will be necessary to submit pre-screening CDs. To accommodate faculty travel plans during the pre-screening period this year, we will need two identical pre-screening CDs. Repertoire is the same as for the general auditions. The flute faculty strongly urges using an accompanist for the recording, but it is not required. Pre-screening is not necessary if you intend to audition via CD recording (see item 13 below). Be advised that occasionally the flute faculty will initiate additional contact with an applicant before making an acceptance decision from a recording.

**Piano** – Send a CD recording with your application. The recording must include a sonata-allegro movement from a classical sonata, a major romantic work, and one virtuosic etude. Selections on the recording do not have to be the same ones you will perform for your audition. Piano majors passing the recorded pre-screening *must* audition in person at Peabody. Please note that we tend to run short of on-campus audition slots. If we have too many applicants after the pre-screening is complete we will schedule auditions in the order the applications were received, so it pays to get your application to us early as possible.

**Voice** – Send a CD recording with three selections along with your application. Repertoire should follow the regular audition guidelines. Pre-screening is not required for those auditioning via recording, or for those auditioning at a regional location.
13. Applicants in most majors who live more than 300 miles from Peabody have the option of auditioning via a CD recording submitted with your application. We also hold regional auditions at a limited number of locations. You can find out where on the Audition Schedule. Regional auditions are not available in Composition, Computer Music, Jazz, Organ, Percussion, or Piano.

14. After you have returned your supplemental form and about a month before your audition, those auditioning in person at Peabody will receive an invitation from us stating the day and time you are scheduled to perform. Check your application materials for a complete description of audition requirements. The audition is 15 minutes in length. There is also a music theory placement test (20 minutes) and a five-minute ear training test.



What  
Happens  
Next?

15. **Accompanists** are provided for voice auditions held at Peabody. Accompanists are not required for other majors, but you may bring one if you wish. **Voice applicants taking part in regional auditions must provide their own accompanist.** Our director of admissions (who records regional auditions) nearly flunked piano when he was a student here. Believe us, you don't want to ask him to try to accompany you. If you can't bring an accompanist to regional auditions, the only option is to make a tape of your own.
16. On the day of your audition, plan to arrive early and check in at the reception area. A warm-up room will be made available approximately 30 minutes before your audition time. If you change your audition repertoire, make 10 copies of the new list of titles to bring with you to your audition.
17. Information from your audition, along with the rest of your credentials, will be reviewed by the Admissions Committee. On April 1 (June 13 for May auditions), we will send you an email containing audition results and access to other information related to your application. Should your folder be incomplete, the decision will be delayed until we have the missing information (e.g. missing transcripts).

We hope this instruction sheet has been helpful and look forward to meeting you at your audition.

**NOTE: Documents and recordings submitted cannot be returned.  
Please make copies of all documents for your records.**

## DEADLINE REMINDER

	APPLICATION DEADLINE	CD DUE (if required)	FINANCIAL AID	AUDITION DATES	RESULTS MAILED
<b>Regional Auditions</b>	December 1		February 1	See Schedule	April 1
<b>February Auditions</b>	December 1	December 1	February 1	Feb. 20-24	April 1
<b>May Auditions</b>	April 15	April 15	February 1	May 14-17	June 13