



THE PEABODY CONSERVATORY
OF THE JOHNS HOPKINS UNIVERSITY

Application Instructions for the DOCTOR OF MUSICAL ARTS DEGREE

Admissions Office

2012

(Auditions in February Only)

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 web site. 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 5.
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 5.
4. Submit four copies of an **essay** of 1,500 or more words on a musical subject of your choice. The paper should be written within the last two years and must be typed and supported by citations and references. The four copies must be submitted with the application so members of the graduate committee will have time to review them before your interview. *This paper will serve as the basis for your DMA interview and should adequately reflect your academic capability.* Of particular interest to the DMA interviewing committee is written and verbal evidence of a capacity for independent thinking, initiative, and ability to present, develop, and support a thesis or point of view. The DMA application process is complex. Your application and writing sample will be assigned to a committee for review several weeks before your interview. Thus, your application cannot be processed until we have your writing sample in hand. This will become important if we run out of interview times. Be reminded that DMA auditions only take place in February, so we have no "fall back" position if the interview or audition times fill.
5. 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. Acceptance to the DMA program depends on the outcome of several activities, which can only be held on campus. Therefore, we are unable to accept recorded auditions for DMA entrance. The number of DMA applicants we can handle is limited. If we run out of room, applications will be processed in the order of arrival at Peabody, so it is to your advantage to get your application materials in early.
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 supplemental form. 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

7. Submit a complete, typewritten, **repertoire list** with asterisks indicating works you have performed publicly.

8. Request that **transcripts** be sent to the Admissions Office from all schools you have attended since high school. High school transcripts are not necessary. If your most recently attended school is Peabody Conservatory, we will request your Peabody transcript from the Registrar. All other transcripts must be requested from the original schools.
9. International applicants 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. 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/finaid. Questions about Financial Aid should be addressed to the Financial Aid Office at 410-234-4900.
11. To save our applicants time and expense and to preserve the available slots for on-campus auditions, Peabody **pre-screens** applications for several majors. In all cases, pre-screening recordings must be in our hands by the application deadlines. 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 12. Here are the majors and the specifics of the pre-screening process:

Cello – Send a CD recording for pre-screening along with your application. Videotapes and other digital media are not accepted. Repertoire is the same as for the general auditions.

Composition –Pre-screening is based on your portfolio, so it must be included with your application by the December 1 deadline. Do not send original scores. They will not be returned to you.

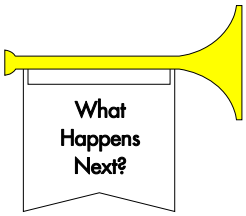
Conducting – Pre-screening is done by DVD. The DVD must play properly on standard DVD players in the United States. The recordings should consist of three to four excerpts, each two to three minutes in length, of contrasting standard repertoire demonstrating a variety of styles and tempi. The camera should be placed at the back of the orchestra with the focus on the front of the conductor. A full-size orchestra is not required; a quintet with piano would suffice, for example. The applicant's name and a written log of the excerpts with timings should be included on the DVD. Appropriate dress is expected. If you pass the pre-screening, you will be invited to audition with orchestra at Peabody. Details, including repertoire, will not be available until that time. Applicants for Peabody's Orchestral Conducting Program cannot apply for a second major until the pre-screening process is complete. After pre-screening, conducting applicants wishing to be considered for another major are free to contact Betsy Nelson in the Admissions Office.

Flute – To accommodate faculty travel plans during the pre-screening period this year, we will need two identical pre-screening CDs. Videotapes, DVDs, and other digital media are not accepted. 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.

Piano – Send an audio CD recording with your application. Videotapes, DVDs, and other digital media are not accepted. The material on the recording should be a half-hour of music that represents your audition. A recording of a recital can be used if it was performed within the past two years. Selections on the recording do not have to be the same ones you will perform for your audition. This recording must be in our hands along with your application form by December 1. Please note that we tend to run short of on-campus audition slots in piano. If we have too many applicants after the pre-screening, we will schedule auditions in the order the applications were received, so it pays to get yours in (along with the pre-screening recording) as early as possible.

Voice – Send a CD recording with three selections along with your application. Repertoire should follow the regular audition guidelines.

12. About a month before your audition, you will receive an invitation from us stating the day and time of your performance (30 minutes in length). Check the Peabody website for a complete description of audition requirements. Plan on spending two days in Baltimore. This will allow time for required activities, including a 90-minute theory exam, the 30-minute ear training placement exam, and the 90-minute DMA history exam. In some cases the placement test results come into play as part of the acceptance/rejection process. Your interview with the Graduate Committee will be held at that time, and if you have applied for graduate assistantships, those interviews will be arranged.



PIANO ONLY: Your audition schedule will include a mandatory advising session, most likely on the day of your audition. You will be advised on the next steps in the process based on preliminary audition results. Continuing with the DMA placement exams and interview will be an option for some. Alternative programs may be suggested for others. Official decisions will be made after considering all results. You will receive notification by email on or near April 1.

13. 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. Accompanists are provided for voice auditions held at Peabody. Accompanists are not required for other majors, but you may bring one if you wish. **Note:** If you change your audition repertoire, make 10 copies of the new *list of titles* to bring with you to your audition.
14. Information from your audition, along with the rest of your credentials, will be reviewed by the Admissions Committee. On April 1, 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	FINANCIAL AID	AUDITION DATES	RESULTS MAILED
ALL APPLICANTS	December 1	February 1	Feb 20-24	April 1