

Lowrey Music School – ABRSM

Dear Parents/Students,

We are pleased to inform you that your child is eligible for the piano practical/theory examination. Kindly complete the form below to apply for the stated examination. Please read through the terms and conditions and check that all information given is accurate. Please submit the form, examination fee (non-refundable) and administration fee of **\$5.00** (for Lowrey students only) or postage fee of **\$10.00** (for CC students only) by _____. Your cooperation is greatly appreciated.

Yours sincerely,

Teacher's name & signature

Name of student:																											
IC No: _____										Age: _____										Gender: F / M							
Tel: _____										HP: _____										Date of Birth: _____							
Address: _____																											
Examination: Piano (ABRSM) / Theory (ABRSM) for 20_____																											
Grade _____										Fees _____										Date of Examination: _____							
(inclusive of admin charge)																											
Confirmation:																											
I confirm that I have read, understood and agreed to the School's terms and conditions as set forth below. I deem the above information accurate and will not hold the School responsible for any mistakes made.																											
Parent's name: _____														Parent's signature: _____													

Terms and Conditions:

1. For CC students, \$10 is payable to the School for sending of exam notice, results and certificate by registered post.
2. The School reserves the right to require any student to withdraw from the exam and/or to withhold the exam results and/or certificate should the student default from the payment of school fees or terminate his/her lesson.
3. The School cannot be held responsible for any expenses, reimbursement or refund of any fees, including any amendments of candidate details, e.g. changes to the name, IC number or grade of the candidate.
4. The School will give a refund of the examination fees should the School fail to enroll the student after receiving both the application form and examination fees.
5. **Students have to read through and abide by the exams rules and regulations stated on <https://sg.abrsm.org/en/our-exams/information-and-regulations/>**
 - a. Theory Grade 5 is a pre-requisite to take grade 6 and above practical exams.
 - b. Students who are unable to take exam on exam date due to sickness are to email the MC to lowreymusic@gmail.com by the end of the exam day i.e. 530pm for rescheduling. If no alternative timeslot is available within the same exam session, a partial refund may be given by the exam board.
6. The School will not be responsible for the suitability of the exam time slot.
7. **All practical exams will be held from Monday to Friday between 9am to 530pm. There is strictly NO changing of exam schedule unless there is a direct clash with supporting documentary evidence.**
8. Students who wish to enroll as a private candidate may do so via <http://sg.abrsm.org/en/exam-booking/>

Updated as of March 2019

For Official Use		
Receipt no.: _____	Amount: _____	Date: _____
Cashier's signature: _____		