TERMS & CONDITIONS: APPLICATIONS, AUDITIONS AND INTERVIEWS

- The application fee is non-refundable under any circumstances other than
 - credit/debit card payment errors or
 - o applications received after LAMDA's annual limit has been reached.
- Applicants may only apply once during the annual application cycle. If you apply
 multiple times you will not be offered an additional audition and your application fee
 will not be refunded.
- A maximum of one audition/interview time slot will be offered per application within the admissions period. It is your responsibility as the applicant to keep us updated with your availability by emailing <u>auditions@lamda.ac.uk</u>.
- We will try to offer an audition/interview within your stated availability, but this
 cannot be guaranteed. Please note that we can accommodate applicants being
 unavailable on certain dates but we cannot reschedule on multiple occasions, and
 applicants should not make themselves unavailable for extended periods of time.
- Applicants should be ready to audition at point of application; if you cannot commit to this, then please consider delaying your application.
- Please note that non-London venues have limited availability, early application is recommended. Auditions are held on advertised dates only; please refer to the LAMDA website for up-to-date venue dates.
- If you have been unable to attend your audition date due to extraordinary circumstances out of your control (e.g. medical reasons or cancelled transportation) and you have contacted LAMDA within the requested 48 hours, we will try our best to reschedule you. However, this cannot be guaranteed and is dependent on further audition dates being available. Relevant proof (e.g. a medical certificate) will need to be provided.
- Auditions may be filmed for decision-making purposes, to ensure fairness and consistency. Once results have been confirmed, videos will be deleted, in accordance with our <u>Data Retention Policy</u>, and our <u>Privacy Notice</u>, published on the LAMDA website. All applicants will be made aware through visible signage if their audition is being recorded.
- The full <u>Admissions Policy</u> is available on the LAMDA website, along with the full <u>Terms and Conditions</u> which apply to any subsequent offer of a place.
- LAMDA aims to provide an environment which in its opinion allows applicants to demonstrate their suitability for training. The audition procedures are intended to be fair and transparent. Participation is on the understanding that there is an acceptance of the professional judgement of the panel. The only grounds for an appeal are set out in the <u>Admissions Appeals and Complaints Policy</u>, published on the LAMDA website.

- The audition panel's decision is final. Brief feedback for unsuccessful applicants can be made available upon request.
- Any submission of fraudulent information on your application will result in the immediate cancellation of the application.
- Please check the age restrictions for LAMDA courses before sending payment, as application fees cannot be refunded for invalid applications.
- We reserve the right to refuse applications at our discretion.

All the policies referred to above, and further official LAMDA documents, can be found on the website here.