



4 Act Up Sing Out: how to apply for a place in a workshop

These workshops are very popular and places are limited, so it is necessary to have some guidelines and rules about the process of application, payment and enrolment.

Youth who have not been in an Act Up Sing Out workshop before are strongly advised to attend the **Info Session** for the workshop they are interested in joining, accompanied by a parent or a responsible adult. It is important that participants and their families are fully aware of what a workshop and production will involve.

It is also essential to read very carefully the **Info sheet** for your workshop, which will be available on the MFE website and at the Info Session. This handout has all the key dates listed and other essential information.

For Junior workshops:

- Junior workshops are not auditioned, so they are open to all in the age group, however there is a strict limit of 30 places in each workshop, so enrolment is not guaranteed on application.
- Application forms will be posted on the MFE website, together with an Info sheet for the particular workshop, one to two weeks before the date of the Information Session. Application forms will also be available at the Information Session.
- Applicants can complete and send in an application form together with payment anytime from when the form is posted on the web, or fill it out and hand it in at the Information Session. Payment by cash and Eftpos can be accepted only during MFE office hours: Mon-Thurs 11am-6pm. These facilities will NOT be available at the Information Session.
- Music For Everyone will only begin to process applications the day AFTER the Information Session. Applications will be processed in no particular order.
- Applicants will be informed within three days of the Information Session as to whether they have a place in the workshop.
- Applicants who do not receive a place will have their payment refunded or returned in full. In the case of payment by credit card or cheque, the payment will not be processed until the applicant has been assigned a place in the workshop.
- Applicants who miss out on the first Junior workshop of the year due to more applications than places may be put on a priority waiting list for the second Junior workshop of each year. There will be no priority list carried over into the next year.

For Youth Workshops:

- Youth Workshop are auditioned, so interested participants should make an audition appointment with the MFE office. The audition dates are posted on the Act Up Sing Out page on the MFE website.
- If your audition is successful, you will be offered a place in the production.
- If you accept that place, an application form must be filled out and returned with full payment to the MFE office within two weeks of receiving the place offer.