Audition terms & conditions

1. Audition fees
Applicants attending a UK audition or submitting a digital/online audition are required to pay a flat rate audition fee of £55. This must be paid on submission of an application – if the fee has not been paid, the application cannot be considered.

Applicants can only submit one application, and audition once, in an academic year. Any further applications received will not be considered and any further audition fees paid will not be refunded.

Applicants attending international auditions (non-UK or digital/online) are not required to pay an audition fee.

2. Courses exempt from audition fees (as auditions are not held for these programmes and an interview will take place instead) are as follows:-
   - BA Stage & Production Management
   - BA Creative Producing (Theatre and Short Film)
   - MA/MFA Theatre Directing
   - PhD Research Courses

3. Allocating an audition
Audition dates are allocated according to availability and applicants should not book travel and/or accommodation until they receive a formal invitation to attend an audition from the Admissions department of East 15 Acting School. Applicants are expected to attend their allocated audition on the date and time indicated in correspondence.

East 15 Acting School will always attempt to avoid allocating dates for audition which may be problematic for an applicant, but cannot guarantee that this will always be possible.

A schedule of audition day dates is published on our website.

4. Attendance at audition
Attendance at an audition day is a mandatory requirement and no offer can be made in lieu of attendance in person, unless your course is exempt from an audition or you are submitting a digital/online application.

If an applicant informs East 15 Acting School in advance that they are unable to attend the UK audition on the date they have been allocated or, on the day of the audition there are clear reasons why it has not been possible for the applicant to attend the audition, it may be possible to arrange an alternative second audition date. This will be at the discretion of East 15 Acting School and will depend on the availability of audition dates. A second audition opportunity is not guaranteed and a refund of the initial audition fee will not be made in these circumstances. If an applicant fails to attend their second allocated audition without informing East 15 Acting School in advance, their application will automatically be unsuccessful.

Applicants who have submitted a digital/online audition may be contacted by the Head of Course if further information is required in order for a decision to be made on the application. Should an applicant fail to respond to requests for further information or to attend an interview within a reasonable amount of time their application will be automatically rejected.

Applicants who are unable to attend their scheduled international audition will need to select an alternative available venue/date from the list of international auditions. Alternatively, they may either submit a digital/online audition or attend a UK audition day. Applicants choosing to do this will need to pay the £55 audition fee before an invitation to a UK audition day is issued or a digital/online audition can be reviewed.
5. **Refund of audition fees**

All audition fees are non-refundable. Audition fees will not be refunded where applicants are unable to attend audition on medical grounds, as a result of bereavement, due to travel delays and/or any other delaying or exceptional circumstances. Applicants should refer to section 4 (Attendance at audition), for further guidance.

A refund of the audition fee will only be considered if it can be proven beyond reasonable doubt that failure of the applicant to attend an audition is the direct result of an error or omission on the part of East 15 Acting School.

6. **Audition day feedback**

Applicants are expected to be fully conversant with the audition requirements that apply to them and to have prepared for the audition accordingly.

Applicants attending an audition in person may receive direction from those leading the audition. Please note that, through this direction, we are offering feedback on the work that is presented. We do not provide written feedback or further verbal feedback after the audition has taken place. Although applicants will see East 15 Acting School staff taking notes during their audition, this is simply a means to record the audition process and East 15 Acting School will not make this information available to applicants.

7. **Digital/Online audition feedback**

Where applicants provide audition material electronically (as pre-recorded material), due to resourcing constraints, it is not possible to provide feedback.

8. **Audition outcome/decision**

Applicants will receive a brief, standardised response following their audition. This response will indicate the outcome of their audition. Decisions will be communicated within one of the following categories:

- Provisional offer
- Recommendation to wait list
- Unsuccessful

Where the outcome communicated is ‘provisional offer’, note that further correspondence will follow and, this provisional offer will be subject to checks which will be conducted by the University of Essex Admissions Offices. If these checks are satisfactory then a formal conditional offer will be issued by the University of Essex Undergraduate or Postgraduate Admissions Office. Please refer to the East 15 Admissions Process for full details.

All communication regarding the outcome of an audition will be made via email.

9. **Timescale for responses following auditions**

We aim to provide audition outcomes within two weeks of the audition taking place (although outcomes are often communicated more quickly). During peak periods it may take longer than two weeks to communicate outcomes. However, this is rare, and we would ask applicants to contact us if they have any concerns.

10. **Commitment to improvement**

East 15 Acting School is committed to providing applicants with a positive and informative audition experience, therefore we are keen to receive feedback from applicants. Should any applicant wish to offer feedback in relation to the audition process, they should send their feedback via email to East 15 Admissions. However, the audition fee cannot be refunded on the basis of negative feedback or an applicant being dissatisfied with the outcome of their audition. Applicant Experience Surveys may also be made available to applicants electronically after audition.

11. **Complaints and appeals**

Applicants wishing to submit a complaint should refer to information regarding the complaints process found in the Undergraduate and Postgraduate Admissions Policy documents which are published on the University of Essex website.