



## **Application Guidance**

### **Background**

The Oxford School of Drama is a world-leading conservatoire, offering professional actor training on a Three Year and One Year Acting Course, plus a Six Month Foundation Course. Situated just an hour outside London, nestled in the beautiful Oxfordshire countryside, the location reflects the supportive and nurturing ethos of the school. We are small and will always remain so. Therefore, able to offer bespoke, rigorous and progressive training. Ensuring that each student gets the individual support and attention they need to focus on developing their craft and making the most of their potential.

We take no more than 19 students on the Three Year Course and 19 students on the One Year Course. For the Six Month Foundation Course, we accept 3 groups of 17 students per year.

### **Entry Requirements**

Entry to the School is by audition only; there are no academic requirements, and we do not ask for educational references or proof of qualifications.

There is no upper age limit for any of our courses. It is essential however, that applicants meet the minimum age requirement below by the time the academic year starts in September 2022.

One Year Course – 21 years old  
Three Year Course – 18 years old  
Foundation Course – 18 years old

### **Audition Fee**

£15 - First Round audition by Self Tape is paid on application.

£30 – Recall audition fee is paid when confirming your place at your First Recall Audition. All recall auditions are held in person at the School and include a workshop alongside an individual audition with the panel.

An Audition fee Waiver is available to some applicants. It aims to increase access by offering a free audition to eligible applicants who aspire to train at drama school. Please note, in order to get the fee waiver, applicants must apply for it before they submit their application. We are unable to reimburse audition fees.

We have introduced a two stage audition fee payment. The First Round audition fee is £15 which is paid when submitting your application. We hope that the lower fee for the First Round Self-Tape audition will give more people the opportunity to audition for the School.



If invited to a recall, a further £30 is paid on confirmation of your First Recall audition date. The Recall audition fee covers the First Recall and Second Recall audition. All recalls are held in person at the School and include a workshop alongside an individual audition with the panel. You will not be asked to pay any additional audition fees if you progress to the final Second Recall stage.

Please note that the audition fee is non-refundable, and applications received without the audition fee will not be processed. The Recall audition fee must be paid by the deadline in the email because this confirms your attendance at the First Recall Audition. Please inform us if you are not able to attend your First Recall audition so that we can allocate the place to another applicant.

Please email [auditions@oxforddrama.ac.uk](mailto:auditions@oxforddrama.ac.uk) if you have any queries regarding your application.

### **The Application Procedure**

The First Round auditions are via self-tape. First Recall auditions and Second Recall auditions are held in person at the School. Applications for entry in September 2022 opened in October 2021 and will close at midnight on 31 May 2022. We will not be able to accept any applications after this date, and we advise you to apply as early as possible to ensure that you can be flexible and make the recall dates when invited.

The only way to apply is online via our website via the apply page.

<https://oxforddrama.ac.uk/apply/>

Please follow the instructions below regarding submitting your First Round self-tape audition with your application.

### **Submitting your First Round self-tape with your application**

Before completing your application form, you will need to film and submit your introduction and answer to the question below along with two speeches of no more than 2 minutes each. You are required to upload one link with the three parts (you can film in one take or use a programme to edit them into one) onto your application. The speeches are of your choosing, but if you would like to take one of our suggestions for your classical speech, please see the list on the apply page. For those unsure or unconfident about your classical piece we would encourage you to take one of our suggestions.

1. Film a close up of your face introducing yourself (state your name, age, the course(s) you are applying for, why you wish to train at the Oxford school of Drama and the details of your speeches) and then answer the following question: Choose a moment from a play or film which really impacted you emotionally and tell us about it. How did you feel? (2 minutes).



Change position by moving back from camera to a waist up shot and deliver the two pieces. Your eyeline should be to the side of the camera.

2. A classical speech from the 16th or 17th century. This can be Shakespeare or any other writer from that period; for example, John Ford, Ben Jonson, Mary Pix, Christopher Marlowe, Aphra Benn.

3. A contrasting (a different subject, theme or emotion) speech from a 20th or 21st century play.

4. Upload your audition video to Vimeo/YouTube making sure the link works for someone who isn't logged in, that settings are set to either public or set to private only if people with the link can still access it. Copy and paste the link into the indicated field on the application form. Please also include the names of your speeches in the indicated fields. Please make sure there is no expiry date for viewing the link because we may want to access your audition at recall and waiting list stages. The link should be in this format: <https://vimeo.com/000000000>

#### General advice on your online audition

- Watch the short film clip offering advice and tips on recording your audition video: <https://vimeo.com/398892665/3a0e767110>
- Stand away from the background which should be plain and not distracting.
- Pick a quiet room with some space to move and no background noise.
- Be aware of your distance from the camera/mic and speak up (project) when further away.
- Make sure the room is bright and you can be seen clearly - lit from the front rather than above.
- Do not place yourself in silhouette - be careful of the position of windows.
- Try and use a tripod – not handheld. If you don't have a tripod, spend a bit of time experimenting to ensure that your smartphone is secure.
- Your eyeline should be to the side of the camera when you are performing your monologues, you may find it helpful having someone standing just to side of the camera, out of shot, for you to talk to.
- Avoid props, costume and make up. We are interested in you and your ability.
- Please ensure that you check the video for any audio issues etc before you upload the link to the application form.
- Please also ensure that the settings are not set to "private" and that there is no expiration date on the video.

Please allow up to 4 weeks for us to get back to you regarding the outcome of your First Round audition. We will contact you by e-mail, so please make sure that you also check your Spam folder for any communication from the School.



Please be ready to confirm your First Recall audition by making the Recall payment by the date requested in your First Recall invitation.

If your First Recall audition is not successful, we will email you a letter to inform you. You will be able to call the School to obtain feedback on your audition from the Admissions Administrator on the days stated.

### **Choosing your pieces**

- Choose pieces which excite you and to which you feel a strong connection. Feel free to select speeches for either male or female characters; it's more important to choose a character that suits your age rather than your gender.
- Make sure that you read the whole play to understand your character and the context; don't just learn the speech.
- Remember that we are judging your potential, not your proven ability.

### **Completing the Application Form**

**Upload your Photo:** this should be a JPEG or png file no larger than 2000KB. Please make sure there are no special characters within the file name, otherwise the photo won't upload properly. It is not necessary for your photo to be a professional headshot; a close up (head/shoulders) photo taken with your phone is fine.

**Course choice:** On the application form, you have the option to apply for up to two courses. Please only select a second course choice if you are willing to be considered by the audition panel for that course, otherwise leave the second course choice blank. If you are under 21 years old, you won't be able to apply for the One Year Course because this is for those over 21 year olds only.

**Education History:** We ask you to provide details about your education history for information only. There are no academic requirements for any of our courses, and we do not ask for educational references or certificates.

Please use the "**Something about you**" section of the application form to list any additional activities relevant to your application. Although we do not require a full personal statement, this space can be used to outline supplementary experience or provide background information to support your application. You can save your application and come back to it at a later stage if you need more time to complete it.

**Credit/debit card details:** When you submit your application, you will be put through to the WorldPay section to make your First Round audition fee payment of £15 by card. Once the payment has been submitted, your application is complete. You will be contacted via email with



the outcome of your first round audition within 4 weeks of submitting your application. Please check your junk folder and contact [auditions@oxforddrama.ac.uk](mailto:auditions@oxforddrama.ac.uk) if you have not heard from us after 4 weeks.

### **Outcomes from the First Round audition**

If you are being considered for the Three Year or One Year Course and you are successful at the First Recall audition you will be invited via email to attend a Second (final) Recall audition in person at the School. If you are being considered for the Six Month Foundation Course, successful applicants will either be offered a place straight away or may be offered a place on our waiting list (see waiting list information below).

If you are unsuccessful at this stage, we will send you an email with details about how you can get feedback on your audition.

### **Offers**

If you are offered a place on any of our courses, we will try to contact you via telephone so please make sure you answer if you receive a call from a 01993 area code. You will receive the official Offer Letter and course deposit invoice via email. You are required to pay the £500 course deposit by a certain date to secure your place on the course. This will be returned to you at the end of the course. If you would like to continue auditioning for other schools, you may do so. If you wish to accept a place at another school, then we will refund the deposit in full, provided that you let us know by 15 July 2022. We ask that you inform us if you will not be able to accept your offer.

### **Feedback**

Following your audition(s), if you are not recalled, we will notify you by e-mail and will include details of when you will be able to call the School to obtain feedback on your audition.

Feedback will be provided by the Admissions Administrator, who will have the notes from the audition panel. Please note that we are only able to provide feedback over the phone; we are unable to provide written feedback.

### **Appeals procedure**

The School aims to be fair, clear and open in both its audition procedure and allocation of Dance and Drama Awards. Entry for an audition is on the understanding that there is an acceptance of the judgement of the audition panel. The only grounds for appeal that will be considered are those which claim irregular procedure on behalf of the School. Legitimate grounds for appeal could be:

- On the basis of open and fair procedures



- On the use of clear, accurate information

For instance:

- The decision was made based on information that was factually incorrect
- There was inappropriate conduct on the part of a member of the audition panel

If the auditionee wishes to appeal against a decision at audition, they should write to the Executive Director, Liz Wilson, no later than 21 days from the date of the audition, stating clearly the grounds on which the appeal is being made and supported by supplementary evidence, e.g., witnesses or written testimony. This appeal should be co-signed by the applicant's parent or guardian, in the case of applicants who are 17 years old at the time of auditioning.

For a full copy of the appeals procedure, please contact the School.

### **Some Frequently Asked Questions**

#### **I am an international student – can I apply for any of your courses?**

The Oxford School of Drama does not hold a Tier 4 Sponsor licence and would be unable to issue the documentation international applicants would require in order to apply for a Tier 4 Visa to come and study in the UK.

Therefore, only UK nationals or those with indefinite leave to remain/pre-settled/settled status in the UK, i.e., permanent residency, are able to apply for our courses.

#### **I am from the EU/ Iceland/Liechtenstein/Norway/Switzerland – can I apply for any of your courses?**

From 1 January 2021, citizens from the EU, Iceland, Liechtenstein, Norway and Switzerland are able to visit/study in the UK for a period of up to 6 months, without the need to apply for entry clearance in advance. They would therefore be eligible to apply for the Six Month Foundation Course in Acting.

If accepted onto the Six Month Foundation Course, citizens of the EU, Iceland, Liechtenstein, Norway and Switzerland are able to apply for a Short Term Student Visa (STSV) on their arrival at the UK port of entry; their passport will be stamped at the Immigration Desk with a STSV, valid for 6 months.

Citizens of the EU, Iceland, Liechtenstein, Norway and Switzerland will not be eligible to apply for our One Year Course or Three Year Course, unless they have pre-settled or settled status in the UK.



- settled status (5 years continuous residence in the UK)
- pre-settled status (less than 5 years continuous residence in the UK)

The deadline for applying for pre-settled/settled status was 30 June 2021.

Irish citizens are eligible to apply for any of our courses, and do not require a visa to study or work in the UK or pre-settled/settled status.

### **Do you offer audition fee waivers?**

Anyone who is currently part of the **National Youth Theatre's Playing Up** training programme, is entitled to an audition fee waiver. Please e-mail [auditions@oxforddrama.ac.uk](mailto:auditions@oxforddrama.ac.uk) to let us know that you are from **NYT – Playing Up** and we will apply a voucher code to your application.

We also operate an Audition Fee Waiver Scheme, which aims to ensure fairer access by offering a free audition place to eligible applicants who aspire to train at drama school. We are able to offer 100 audition fee waivers to people whose financial circumstances may prevent them from applying to us.

The Scheme is open to anyone who is serious about becoming a professional actor through drama training. Full details and information on how to apply can be found on the *apply page*:

<https://oxforddrama.ac.uk/apply/>

### **Can I audition in person at the School?**

For entry in September 2022 all First Round auditions will be via self-tape. First Recall and Second Recall auditions will be in person at the School. If you get through to this stage of the audition process, we will contact you via email to inform you of the arrangements for the day.

### **Can I come and look around the School before I apply?**

It is only possible to come and look around the School on our Open Days. Further details of future Open Days will be announced on the website in due course.

### **Why do you offer a diploma rather than a degree?**

Our focus is on training actors to work in the industry, rather than training students to get a degree. For this reason, we have decided against offering degree courses.

Nevertheless, we do understand that our students want recognition for their achievements in the form of a national qualification. Therefore, our Three Year and One Year Courses are certified as follows on the National Qualification Framework:



Three Year Course	Level 6 on the Regulated Qualifications Framework	Awarded by Trinity College London and regulated by Ofqual
One Year Course	Level 5 on the Regulated Qualifications Framework	Awarded by Trinity College London and regulated by Ofqual

All qualifications are validated by Trinity College London.

### **What are the fees for the courses?**

The majority of our Three Year and One Year Course students receive funding and so do not pay the published fee rate. For students who pay the full fees because they are not eligible to receive government funding (e.g. they are aged 24+ or their household income is more than £90,000 per year), the course fees are as below for the academic year 22/23:

**3 Year Course:** £17,850 per year for students who do not receive government funding

**One Year Course:** £17,850 per year for students who do not receive government funding

**Foundation Course (Sept 21 – Mar 22):** £8,550 (including VAT) for the whole course. Please note that, unfortunately, there is no public funding available for the Foundation Course.

### **Can I get any assistance with funding my course?**

We want to make sure that everyone can get access to training so we work hard to ensure that applicants who are offered a place on our Three Year and One Year courses can get the financial support they need to enable them to train at the School.

For most of our students that will be a combination of different government funding.

There are two government schemes that support our students.

### **Dance and Drama Awards**

The Oxford School of Drama is privileged to be part of the Government's DaDA Scheme which provides scholarship grants for talented people aged 18–23 years who wish to pursue a career as an actor. The maximum Award will fund 100% of a student's course fee and provide them with an annual living allowance of £4,550 in the form of a grant (it does not need to be repaid). The awards are means-tested and eligibility depends on your household income. Once you are offered a place on the Three Year and One Year Courses we will invite you to apply for a DaDA grant. At Oxford, all students who are eligible for a DaDA will receive one.

For further information visit [www.gov.uk/dance-drama-awards](http://www.gov.uk/dance-drama-awards)





## **Advanced Learner Loans**

Students who are over the age of 19 are eligible to apply for an Advanced Learner Loan to help to fund their course. These are not means-tested and they require no credit checks. They are available even if you have previously had a student loan. When you take out an ALL you will also get access to bursaries to support your travel, living and childcare costs. The School will be responsible for applying for those bursaries on your behalf. The loan will only start to be repaid after you leave the course and only when/if your monthly earnings exceed £2,214 (2020/21).

Go to [www.gov.uk/advanced-learner-loan](http://www.gov.uk/advanced-learner-loan)

## **Bursaries and Scholarships**

The School also has a number of bursaries and scholarships available to support course fees and living costs for students who need extra support or who are facing financial hardship. Please see the website for more information <https://oxforddrama.ac.uk/courses/funding-and-fees/>

## **Do you provide accommodation for students?**

No. Students on the One/Three Year courses house share, usually North of Oxford (just 8 miles from the School) or in towns and villages surrounding the School (Kidlington, Woodstock etc).

As the Foundation Course is only 6 months long, the majority of students on the course stay with local host families, and the School provides a list of local families known to the School.

The School provides a bus service from central Oxford at a subsidised rate. It will pick up and drop off at a number of stops through North Oxford and surrounding villages every day.