

WESTMINSTER  
CHOIR COLLEGE



RIDER  
UNIVERSITY

Princeton, New Jersey

# Westminster Choir College

**graduate admission application**  
domestic and international students

# Dear Applicant,

*Thank you for considering Westminster Choir College — the centerpiece of Rider University's Westminster College of the Arts — in your educational plans. In this application booklet you will find all of the information you need to apply for admission to any of the College's graduate programs. Please read the instructions carefully and be sure to submit a complete application as early as possible so that we may provide you with a prompt admission decision.*

*The admission staff is available to help you at any time with questions you might have about applying to Westminster for graduate study. Please feel free to contact our office toll free at **800-962-4647** or at **609-921-7144**.*

*The entire Westminster community — faculty, staff and students — are dedicated to fostering the creation of musical leaders and encouraging your artistic, academic and personal growth.*

*Westminster Choir College truly is the only school of its kind in the world and we look forward to receiving your application for admission.*

*Best wishes for future success.*

*Sincerely,*

**Katherine M. Shields**

*Director of Admission*

## Graduate Auditions 2008–2009

### **Westminster Choir College of Rider University**

*Friday, Dec. 5, 2008 (no conducting)*

*Friday, Jan. 30, 2009 (no conducting)*

*Friday, Feb. 13, 2009*

*Friday, Feb. 27, 2009*

### **Piano and Organ Auditions and Scholarship Competitions**

*Saturday, Feb. 7, 2009 – Piano*

*Saturday, Feb. 28, 2009 – Organ*

### **Regional Auditions**

Note: These dates and locations may be subject to change.

*San Francisco, CA – Monday, Jan. 5, 2009*

*Chicago, IL – Thursday, Jan. 8, 2009*

*Houston, TX – Monday, Jan. 19, 2009*

*Atlanta, GA – Saturday, Jan. 24, 2009*

All graduate conducting applicants must submit their application for admission and preliminary recordings postmarked no later than **December 1, 2008** to be considered for invitation to the on-campus auditions. For specific guidelines, visit the Westminster Web site noted below.

For more details or to schedule an audition, contact:

**Office of Admission • Westminster Choir College of Rider University**

**101 Walnut Lane • Princeton, New Jersey 08540**

**Telephone: 800-962-4647 • E-Mail: [wccadmission@rider.edu](mailto:wccadmission@rider.edu)**

**Web Site: [www.rider.edu/westminster](http://www.rider.edu/westminster)**

## General Information on Applying to Westminster Choir College

Most graduate admission decisions are made on a “rolling admissions” basis. Applications are evaluated when your audition has been completed and required application materials are received. The Admission Committee will evaluate your application and notify you of an admission decision as soon as your file is complete.

Financial aid decisions and awards are made each spring and awards for the following academic year are announced beginning April 1. Students accepted prior to that date are automatically considered for both merit and endowed scholarships, and those students applying for financial aid (by submitting the FAFSA) are considered for need-based grants as well.

All students are encouraged to submit the FAFSA directly to the federal processor so that it is received by March 1 to be considered for maximum need-based aid. Students accepted after June 1 will be considered for remaining funds.

### Enrollment

Accepted applicants must confirm their intention to enroll by returning the non-refundable deposit by the due date indicated on the Admission Decision Form.

### Filing Instructions

It is very important to make copies of the completed application and all supporting materials for your records. **Please note that CDs, DVDs and videotapes will not be returned.** Mail all application materials and audition recordings with the application fee to:

**Office of Admission  
Westminster Application Processing Center  
Rider University  
2083 Lawrenceville Road  
Lawrenceville, NJ, 08648-9943 U.S.A.**

### Application Procedures

Before completing the application, please read the following instructions carefully.

#### FOR ALL APPLICANTS (Except Summer Program Students)

All applicants to Westminster Choir College must meet the following requirements. Instructions for Summer Program applicants can be found on page 2.

1. Submit the completed application with a \$50 non-refundable application fee. This fee is payable in U.S. funds and only by personal check or money order. Do not send cash. Applications received without an application fee will not be processed.
2. Schedule an audition or submit an audition DVD or tape with the application. **IMPORTANT:** Auditions will not be scheduled and audition tapes will not be evaluated until you have submitted your application and fee. You are encouraged to send in all required documents before auditioning. **Your application must be received by the Office of Admission at least three weeks prior to the requested audition date.**

3. Submit a repertoire list. All applicants must submit a current and complete list of works performed.
4. Submit at least two letters of recommendation. One should be from your current or most recent music teacher. Letters of recommendation should be mailed directly to the address indicated in the Filing Instructions on this page.
5. Official college transcripts. Transcripts must be forwarded directly from the institution(s) where undergraduate work was completed.
6. A substantial essay of at least 500 words. See page 6 for guidelines.
7. A current résumé listing all college and professional activities.

#### FOR INTERNATIONAL STUDENTS

Applicants who are not U.S. citizens or permanent residents must meet the requirements for all applicants *and* submit the following:

1. All transcripts and recommendations submitted in a language other than English must be accompanied by notarized English translations. All transcripts should include the following information:
  - Dates of attendance
  - Courses taken and grades received
  - Degree earned and date received
2. International students whose native language is not English must submit an official TOEFL score report. The minimum score that must be achieved to be considered for admission is as follows:
  - 550/paper-based
  - 213/computer-based
  - 80/Internet-based
  - 6.5/IELTS
3. All international students must submit a Statement of Finance, located online at **[www.rider.edu/admissions](http://www.rider.edu/admissions)**. Proof of support may be a bank statement or other document guaranteeing the student's ability to meet the costs of studying in the U.S. If the funds belong to a parent or sponsor, that person must also submit a letter of intent to sponsor the student's tuition and living expenses. All bank documents must display the official bank seal, while all financial support letters must be notarized.

When an international student has been accepted for admission and provided a Statement of Finance, the Admission Office will issue the I-20 travel document necessary for you to obtain a non-immigrant student visa.

International students must also submit the following materials as appropriate to their circumstances:

- If seeking F-1 visa status, you must complete the International Student Supplement, available online at **[www.rider.edu/admissions](http://www.rider.edu/admissions)**
- Copies of all previous I-20s and permanent residence cards.

## Summer Graduate Programs Application Procedures

Westminster Choir College of Rider University offers summer programs for the Master of Voice Pedagogy and the Master of Music Education. Application instructions for these two programs are listed below.

### **MASTER OF MUSIC EDUCATION (M.M.E.)**

Students interested in this program must submit a completed admission application and the \$50 nonrefundable application fee. Additional requirements include:

1. Academic transcripts from all past college, university and/or conservatory study.
2. Two letters of recommendation.
3. Professional résumé.
4. DVD or videotape of conducting or classroom teaching (minimum of 40 minutes and should not be a concert or performance).
5. Written proposal for the “focus track” of study (Examples: Vocal Music, Orff Certification, Kodaly Certification, Music Technology, Kindermusik or New Jersey Teacher Certificate).
6. Personal interview.

### **MASTER OF VOICE PEDAGOGY (M.V.P.)**

Students interested in this program must submit a completed admission application and \$50 nonrefundable application fee. Additional requirements include:

1. Academic transcripts from all previous college and/or conservatory study.
2. Professional résumé.
3. Audio recording demonstrating singing ability (need not be current).
4. Two letters of recommendation speaking to singing and/or teaching ability.
5. A statement of intent, outlining professional goals and expectations for Westminster’s M.V.P. program.
6. A sample of academic/professional writing, new or previously composed (e.g., research paper completed for previous academic work, published or submitted article, an original review of an article from the *Journal of Voice* or *Journal of Singing* or a brief, original paper on a topic, such as breathing, phonation, registration or voice literature).
7. Candidates with significant prior teaching experience may include printed programs, audio recordings, reviews or letters of support from former or current students (*optional*).
8. Admission interview (under extraordinary circumstances, this may be replaced by a telephone conference call).



# Application for Admission for Graduate Students

This form is for use by both domestic and international applicants. Please complete all sections and carefully check all information for accuracy before submitting your application. Please print or type for legibility.

## I. PERSONAL INFORMATION (All applicants to complete.)

Name \_\_\_\_\_  
*Last (family name) First (given name) Middle Initial*

Name you prefer to be called \_\_\_\_\_

Permanent address (home address) \_\_\_\_\_  
\_\_\_\_\_

*City State/Province Zip code Country*

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ E-mail \_\_\_\_\_

Mailing address (temporary address) \_\_\_\_\_  
\_\_\_\_\_

*City State/Province Zip code Country*

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_ E-mail \_\_\_\_\_

Temporary address and telephone number in effect until \_\_\_\_\_

Marital status \_\_\_\_\_ Former name, if used \_\_\_\_\_

Social Security Number \_\_\_\_\_

Birth date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Gender (optional)  Male  Female

The following information is optional. Please check all that apply.

- African American or Black  Asian  Caucasian or White
- Native American or Alaska Native Tribe \_\_\_\_\_
- Native Hawaiian or Other Pacific Islander
- Latino/Hispanic (*Which of the following best describes your Latino/Hispanic heritage?*  Puerto Rican  Other Latino)
- Other \_\_\_\_\_

Are you planning to apply for financial aid?  Yes  No

**Note:** Westminster Choir College of Rider University follows a "need-blind" admission policy; your admission decision will not be affected by applying for aid.

Are you a U.S. citizen?  Yes  No If yes, turn to page 4. If no, answer the five questions below:

1. Of what country are you a citizen? \_\_\_\_\_

2. Is English your native language?  Yes  No

3. What is your country of birth? \_\_\_\_\_

4. What is your Permanent Alien Registration Number? \_\_\_\_\_

**Note:** If you are a permanent resident you must provide a copy of your alien registration card (green card) with this application.

5. What is your immigration status? \_\_\_\_\_

**Please note:** If you are seeking an F-1 visa, you must complete the International Student Supplement, available at [www.rider.edu/admissions](http://www.rider.edu/admissions)

**Entry Term**

Fall 20\_\_\_\_

Spring 20\_\_\_\_

Summer 20\_\_\_\_

**Status** Full-Time Part-Time**Instrument** Organ  Piano  VoiceHave you applied to Westminster before?  Yes  No If yes, when did you apply? \_\_\_\_\_**Indicate your degree program by checking the appropriate box (choose one):****MASTER OF MUSIC IN:** Choral Conducting Composition

Music Education

*with a concentration in (choose one):* *Composition* *Conducting* *Organ* *Piano* *Voice* Organ Performance Piano Accompanying & Coaching Piano Pedagogy & Performance Piano Performance

Sacred Music

*with a concentration in (choose one):* *Composition* *Organ* *Piano* *Voice* *Other Instrumental Concentration*\_\_\_\_\_  
*please specify*

Voice Pedagogy &amp; Performance

*with an emphasis in (choose one):* *Pedagogy* *Performance* **MASTER OF MUSIC EDUCATION** **MASTER OF VOICE PEDAGOGY**  
**(Summer study only)****II. AUDITION INFORMATION (All applicants to complete as appropriate.)****A. GENERAL AUDITION**

How will you audition?

 On-campus audition \_\_\_\_\_*(Select a preferred date from the list of dates provided on the inside front cover.)* DVD or tape enclosed*(This option is available only to students who live beyond a 250-mile radius of Princeton, NJ, and who cannot attend a scheduled audition date.)* Regional Auditions \_\_\_\_\_*Location**Date***B. CHORAL CONDUCTING AUDITIONS**All graduate conducting applicants must submit their application for admission and preliminary recordings postmarked no later than **December 1, 2008** to be considered for invitation to the on-campus auditions. **For specific requirements, visit [www.rider.edu/westminster](http://www.rider.edu/westminster).** DVD or VHS tape enclosed  DVD or VHS tape to arrive by (indicate date) \_\_\_\_\_ Preferred audition date \_\_\_\_\_ (Select a preferred date from the list of dates provided on the inside front cover.)

**C. AUDITION REPERTOIRE (All applicants to complete. For specific requirements visit the Web site at [www.rider.edu/westminster](http://www.rider.edu/westminster).)**

**Composer**

**Work**

**Key**

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Accompanists will be provided for all voice auditions. Candidates for the graduate programs in voice should communicate any changes in their audition repertoire to Westminster Choir College's Office of Admission at least three weeks in advance of their scheduled audition date.

**III. MUSIC HISTORY (All applicants to complete.)**

Name of most recent music teacher \_\_\_\_\_ Discipline studied \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone \_\_\_\_\_

Name of other music teacher \_\_\_\_\_ Discipline studied \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone \_\_\_\_\_

Other instrument(s) studied \_\_\_\_\_ Years studied \_\_\_\_\_

Voice Part (needed for all applicants for choral placement) \_\_\_\_\_

Please attach a résumé listing your college and professional activities.

## IV. COLLEGE INFORMATION

Please list all colleges/universities previously attended.

<i>Institution</i>	<i>Location</i>	<i>Major</i>
<i>Date Attended</i>	<i>College Board Code</i>	<i>Degree Attained</i>
<i>Institution</i>	<i>Location</i>	<i>Major</i>
<i>Date Attended</i>	<i>College Board Code</i>	<i>Degree Attained</i>
<i>Institution</i>	<i>Location</i>	<i>Major</i>
<i>Date Attended</i>	<i>College Board Code</i>	<i>Degree Attained</i>

If you have not been enrolled in school for six consecutive months or longer, please describe how your time has been spent (attach additional sheets as necessary).

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## V. WORK EXPERIENCE

List any job(s) including summer employment you have held during the past two years.

<i>Specific nature of work</i>	<i>Employer</i>	<i>Dates of employment</i>	<i># of hours per week</i>
<i>Specific nature of work</i>	<i>Employer</i>	<i>Dates of employment</i>	<i># of hours per week</i>
<i>Specific nature of work</i>	<i>Employer</i>	<i>Dates of employment</i>	<i># of hours per week</i>
<i>Specific nature of work</i>	<i>Employer</i>	<i>Dates of employment</i>	<i># of hours per week</i>

## VI. ESSAY

Please follow the instructions below for your desired degree program and provide your essay on a separate sheet of paper. **All essays must be typed.** Include your full name at the top of each sheet. Attach the sheet(s) to this form.

### A. MASTER OF MUSIC APPLICANTS

Type an essay of at least 500 words on an issue that you believe should be of concern to an individual in your field of study.

### B. MASTER OF MUSIC EDUCATION & MASTER OF VOICE PEDAGOGY APPLICANTS

Please follow the appropriate instructions on page 2 pertaining to your choice of study.

## VII. ADDITIONAL INFORMATION (All applicants to complete.)

How did you first hear of Westminster Choir College of Rider University?

- Alumnus/Alumna     Music Teacher     University Representative     Friend/Relative

Name of above person(s) \_\_\_\_\_

- Internet     Poster/Viewbook     Newspaper     College Fair (specify) \_\_\_\_\_  
 Open House     Other (specify) \_\_\_\_\_

Who or what influenced your decision to apply to Westminster? \_\_\_\_\_

**Please check each box and sign below:**

- I certify that the information I have provided is accurate to the best of my knowledge. I understand that intentional omission or falsification of requested information can lead to disqualification.
- I understand it is my responsibility to ensure that all required academic records are sent directly to the Rider University Westminster Application Processing Center (see page 1 for address). I also understand that an audition is required of all applicants.
- I have enclosed the \$50 nonrefundable application fee in U.S. dollars, payable to *Rider University*.

Applicant's signature \_\_\_\_\_ Date \_\_\_\_\_

Westminster Choir College of Rider University does not discriminate on the basis of race, color, creed, gender, age, sexual orientation, national or ethnic origin, or disability status in the administration of its educational or admission policies, employment practices, scholarship and loan programs, athletic programs and any other College-sponsored program.





Please rate this student in the following areas:

	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Motivation to Succeed				
Effort Expended/Perseverance				
Individual Initiative				
Intellectual Ability				
Academic Achievement				
Musical Ability/Creativity				
Leadership Potential				

Please use the following area to describe this student’s musical ability and academic and personal strengths and weaknesses, as you are aware of them. You may also note the student’s special interests or talents, explain unusual circumstances, or present other background information that would help us get to know this applicant. Attach a separate sheet to this form, if necessary. Please print carefully for legibility.

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I recommend this student:  Enthusiastically  Strongly  Fairly strongly  With reservation

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Confidentiality:** We value your comments highly and ask that you complete this form with the knowledge that it may be retained in the student’s file should the applicant matriculate at Westminster Choir College of Rider University. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do not have access to their permanent files, which may include forms such as this one. Colleges do not provide access to admissions records to applicants, those students who are denied admission, or those students who decline an offer of admission. Thank you again for your cooperation.

**Please return the completed form to Office of Admission, Westminster Application Processing Center, Rider University, 2083 Lawrenceville Road, Lawrenceville, NJ 08648-9943 U.S.A.**



Please rate this student in the following areas:

	<b>Below Average</b>	<b>Average</b>	<b>Above Average</b>	<b>Excellent</b>
Motivation to Succeed				
Effort Expended/Perseverance				
Individual Initiative				
Intellectual Ability				
Academic Achievement				
Musical Ability/Creativity				
Leadership Potential				

Please use the following area to describe this student’s musical ability and academic and personal strengths and weaknesses, as you are aware of them. You may also note the student’s special interests or talents, explain unusual circumstances, or present other background information that would help us get to know this applicant. Attach a separate sheet to this form, if necessary. Please print carefully for legibility.

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I recommend this student:  Enthusiastically  Strongly  Fairly strongly  With reservation

Signature \_\_\_\_\_ Date \_\_\_\_\_

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