



## Guidelines for Visiting Student Applicants Faculty of Music, University of Toronto

- Apply early as spaces are limited. Deadlines to apply: **January 15** if requesting Performance (PMU) courses, **July 22** if requesting only other courses (EMU, HMU, TMU and Arts & Science)
- Obtain the most current Faculty of Music, University of Toronto calendar to select courses <http://uoft.me/resources-music> . The Calendar and Timetable for the upcoming September Session are published in June of each year. If you need to make the earlier deadline, use the Calendar from the current session to select your courses. Please pay close attention to the prerequisites required for each course.
- List the University of Toronto courses you are requesting on the application form, along with the appropriate prerequisites from your home institution.
- You must also provide a **Letter of Permission from your home institution**. This is a letter from your institution granting you permission to take courses outside of your home institution. This letter does not guarantee that you will be accepted at the University of Toronto, but is a necessary document for filing an application. It is a good idea to include additional courses on your Letter of Permission to have some flexibility with your elective courses. Once admitted, you will be responsible for enrolling in courses, verifying your prerequisites with the academic department and paying your fees.
- Your application must include an **official transcript** from your home institution. Your application cannot be processed and/or a decision rendered until all documentation is complete.
- If you are requesting any PMU courses, an audition is required. You must also complete the supplementary Music Questionnaire by the January 15<sup>th</sup> deadline. You will be informed as soon as possible after receipt of your application of an audition date and time or recording guidelines for those unable to do a live audition. Auditions are held in February and early March.
- We reserve the right to refuse applications before the published deadlines if there are no spaces available.
- Students applying for PMU courses will pay a \$67 CAD application fee online when submitting the Music Questionnaire. If you are requesting performance courses : email your Visiting Student application and other supporting documentation to: [undergrad.music@utoronto.ca](mailto:undergrad.music@utoronto.ca). Use the Subject heading Visiting Student Application.
- Students who are not applying for any PMU courses must make a payment of \$60 CAD through the Faculty of Music website at: <https://ssp.music.utoronto.ca/visiting/> Once you make your payment online, you will receive a confirmation email which will contain a confirmation number. You will be required to enter that confirmation number on your application prior to submitting it. If you are not requesting any performance courses: email your application and all supporting documentation to [registrar.music@utoronto.ca](mailto:registrar.music@utoronto.ca). Use the Subject heading Visiting Student Application.
- Once your application is submitted, the \$67/\$60 fee is non-refundable, even if we are unable to accept you as a Visiting Student.