SCHOOL OF MUSIC

Professional Certificate in Injury-Preventive Keyboard-Technique
Graduate Level (Co-Educational)

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Director, Graduate Music Program
Professor of Piano
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336-749-5715

Application Checklist

Thank you for your interest in the Salem College Professional Certificate Program in Injury-Preventive Keyboard Technique, graduate level. To complete your application packet, please assemble the following items:

- The completed application form
- The Salem Honor Code form
- Essay on why you would like to apply to the program stating your educational and professional background and what interests you about this program.
- Recommendation Form
- Most recent video recording of a performance
- Background Check
- Official copies of transcripts from all undergraduate and graduate institutions attended

Send application materials and video recording link to grad.admissions@salem.edu.

GRADUATE STUDIES OFFICE USE ONLY: ____ application ____ transcript ____ GPA ____ UG major
____ artistic statement ____ rec1 ____ rec2 ____ background received ____ video recording ____
admission decision ____ yes ____ no
____/____/____ date
SCHOOL of MUSIC

Professional Certificate in Injury-Preventive Keyboard Technique
Graduate Level (Co-Educational)
Application for Admission

Date of Application __/__/____

First Name: _______________ Middle/Maiden: _______________ Last Name: __________________

Social Security # ______/_____/_____  Birthday ______/_____/_____

Current Address: ____________________________________________________________

City: _____________________ County: _______________ State: ______ Zip code: ______

Home email: ___________________________ Other email: ____________________________

Home phone: _______________ Work phone: _______________ Cell phone: _______________

Gender: □ Female □ Male  Marital Status: □ Single □ Married □ Other

Citizenship: □ US Citizen □ Resident Alien □ Non-Resident Alien

Country of Birth: _______________________________ Native language: __________________

Have you been a North Carolina resident for one year or more? □ YES □ NO

If yes, county of residence: ____________________________________________________

Are you Hispanic or Latino? □ YES □ NO

Please select one or more:
□ American Indian or Alaska Native    □ Native Hawaiian or Other Pacific Islander
□ Asian                              □ White
□ Black or African American

Anticipated program start date and area?

☐ Fall 20___  OR  ☐ Spring 20___
☐ Piano  OR  ☐ Organ

Educational Background: List the colleges and universities that you have attended in reverse order along with the degrees and dates earned (if applicable). Please note that you must submit an official transcript from the institution that granted your bachelor’s degree as well as one from any institution at which you have done other post-baccalaureate work.

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<th>Name/location of institution</th>
<th>Dates attended</th>
<th>Degree/ major</th>
<th>Year awarded</th>
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Starting with your most recent position, list your relevant work history.

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<th>Position held</th>
<th>Company/institution and location</th>
<th>Dates worked</th>
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By completing this form, I am making application to the Professional Certificate Program in Injury-Preventive Keyboard Technique in the School of Music at Salem College. I recognize that this is only an application and that I will not be considered officially admitted to the Master of Music program until I receive written notification. My signature on this document certifies that all information contained is – to the best of my knowledge – complete, correct, and true.

_________________________________    __________________________
Candidate’s Signature                Date

Salem College does not discriminate based on race, color, national origin, sexual orientation, age, religion, or disability in the administration of any of its educational programs and activities. As a women’s college, Salem College admits only women in the traditional undergraduate College. The college graduate programs and the Fleer Center programs admit both women and men.

Salem College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (SACS) to award baccalaureate, master’s degrees, and professional certificates. Contact the Commission on Colleges, 1866 Southern Lane, Decatur, Georgia 30033-4097 or call (404) 679-4500 for questions about the accreditation of Salem College. Salem College is an accredited institutional member of the National Association of Schools of Music (NASM).
Honor Code and Registration Policy Statement

Please read and sign at the bottom to signify your intention to comply with the Salem College Honor Code and the registration policy. Submit this form with your application.

The Honor Tradition

The Honor tradition is a vital and unifying aspect of the Salem College community that encourages each member to ethical and responsible living. The Honor Code is upheld by the entire student body and stands on the principle of mutual respect. It is only as strong as the community that lives by it.

The Honor Tradition is long standing at Salem College and is highly respected by students, faculty, staff and administration. In keeping with its custom, each student assumes full responsibility for her/his actions in all phases of life at Salem. Such a tradition is only possible in a community that respects the individual and maintains a commitment to communication. Every student is responsible for encouraging other students to uphold the Honor Tradition.

The Honor Code

Salem College is a community of honor. I will show respect for my community by behaving with honesty, integrity and civility. As a responsibility to my honor community:

I. I will show respect for my classmates and faculty by maintaining honesty in my academic work and refraining from cheating.

II. I will show respect for my community and peers by maintaining integrity and honesty in my daily life and refraining from stealing and lying.

III. I will show respect for faculty, staff and members of the administration by maintaining civility and refraining from disruptive and abusive language and behavior.

IV. I will acknowledge responsibility and accept the consequences of my actions. In choosing Salem College, I pledge to uphold the principles of the Honor Code and will cherish and guard its tradition.

Registration

I understand that I may add or drop a course any time from the opening of registration to the end of the Registrar’s Office business day on the last day of the drop/add period for a term (which for fall and spring terms is a one-week period as stated in the Term Schedules, and for the January term and summer terms is a shorter period of time as stated in those Term Schedules). I also understand that if I drop a class (or classes) after the last day of the drop/add period, I will owe for the class (or classes). If I have applied for financial aid for the term, I understand that I must inform the financial aid office if I decrease or increase the number of courses I have initially declared that I would be taking during the term.

I understand that I am financially responsible for the payment of my tuition costs due to Salem College. If payment obligation is not fulfilled by the time I have been informed that it is finally due, I agree to pay all cost of collection, including attorney fees. If I do not attend class and I do not drop the class (by completing a drop card, available online at www.salem.edu/registrar), I understand that I will owe the full tuition for the class. Also, I understand that my name remains on the class roster until I officially drop the class.

Print Name __________________________________________
Signature ___________________________________________ Date_________
Certificate Program in Injury-Preventive Keyboard Technique
Recommendation Form

Applicants, please list names, email addresses and relationship for two individuals who know your academic and professional abilities well (e.g., employer/supervisor, college professor, person in the teaching or helping professions, etc.).

1. Name of recommender: ______________________________________________________
   Email Address: ______________________________________________________________
   Relationship to applicant: _____________________________________________________

2. Name of recommender: ______________________________________________________
   Email Address: ______________________________________________________________
   Relationship to applicant: _____________________________________________________

I waive my right to see this letter of recommendation:

Applicant’s signature ______________________________ Date ______________________
Essay

- Please speak to your performance and pedagogical background, your interest in injury or injury-preventive technique, and your interest in this unique program. How do you think you would contribute to the program both as a performer and as a teacher, and what do you hope to contribute to the field more generally? In this statement, also, please reflect on your past, present, and future as a musician.

- Please follow these guidelines
  - Suggested length of 600-1,000 words
  - Microsoft Word document
    - 12 pt font
    - Double-spaced
    - 1” margins

Video Recording

- Please submit a link to a recent video of your playing. Please include two or three contrasting pieces, demonstrating slow and fast tempi. You may send this in an email along with a digital version of your application.

- Keyboardists who are experiencing playing-related injuries may submit the most recent video recording of a live performance, and, if possible, documentation from a licensed health care provider of the playing-related injury.

- Camera angle(s) should include head, arms, hands, and feet.

Thank you very much for your application to the Professional Certificate Program in Injury-Preventive Keyboard Technique, Graduate Level.
Process for Obtaining Confirmation of Background Check

Please go to the Secure Applicant website (https://secureapplicant.com/STUDENT/SALEM-COLLEGE-EDUCATION-PROGRAMS/) to complete your background check information. You should be prepared to pay for your background check from this website.