

Application
Guidelines

Internationale Sommerakademie

Universität Mozarteum Salzburg

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1. WHAT & FOR WHOM

The International Summer Academy is aimed at advanced students who are already enrolled at a university and/or musicians preparing for auditions, entrance exams, or competitions.

Our **Young Excellence Program** is aimed at highly gifted young musicians under the age of 16.

The Summer Academy is **NOT** a full-day camp or summer camp. We do **NOT** provide childcare.

One course period lasts one week: **Monday to Saturday**.

2. HOW TO: ONLINE REGISTRATION

Create an account

- Create an account at <https://www.moz.ac.at/de/internationale-sommerakademie>
- Confirm the account via email to complete registration
- Please create the account for the person participating in the masterclass (i.e. the child's information, not the parents')

Included Services

Current course fees for masterclasses and additional courses can be found on our website.

The course fee includes:

- 4 teaching units of 45 minutes each
- Passive participation in all other masterclasses as an auditor
- 2 free hours of practice time per day for active masterclass participants
- 3 free hours of practice time per day for piano masterclass participants
- Free admission to events and performance opportunities
- Official certificate

Course Booking

- Log in using your account details
- Book courses like in an online shop
- Select a course and add it to the shopping cart
- Enter video link and repertoire (for singers: also specify voice type)
- Read and accept the terms and conditions
- Proceed to check out and pay for the courses

Notes on video & repertoire:

- Repertoire = the repertoire for the masterclass, not necessarily the piece in the video
- The repertoire can be added or changed under "My Bookings" until the registration deadline

- Changes after the deadline are no longer possible
- Video: no mandatory piece, free choice; please ensure good quality

Shortened Participation

Please inform us of any deviations from the participation dates before the start of the masterclass via email at summer.academy@moz.ac.at

Even in the case of shortened participation, the full participation fee must be paid. In this case, there is no entitlement to the full number of teaching units.

Registration as an ensemble (e.g. duo)

In masterclasses that explicitly accept ensembles, ensemble registration is possible (e.g. song duo).

- Each member must book at the **full individual price**
- The difference to the reduced ensemble fee will be refunded to each member by bank transfer

Please inform the office about ensemble registrations: summer.academy@moz.ac.at

Attending multiple masterclasses

Participation in more than one masterclass is generally possible.

- The registration fee is only charged **once**
- It is **explicitly not recommended** to attend multiple masterclasses at the same time (e.g. two piano masterclasses with different teachers in the same course period)

If a booked masterclass cannot be attended or only partially attended due to scheduling conflicts, **no claims can be made**.

Course fee reduction and partial scholarships

Participants who require financial support may apply for a **partial scholarship**.

The following documents must be uploaded until the application deadline:

- **Motivation letter** including information on the participant's financial situation as proof of eligibility

AND

- **Signed, meaningful letter of recommendation** from a teacher or a professionally distinguished individual, as proof of exceptional talent

Both documents must be uploaded in the online portal.

There is a **limited number of partial scholarships**. Only complete applications will be considered, in the order they are received. There is **no entitlement** to a fee reduction.

Payment is made **only by bank transfer** and **only with active participation**.

Participation of Minors

Each registration of a minor requires a signed parental consent form. Please follow the instructions during the booking process.

Legal information can be found in our General Terms and Conditions.

Documents for Download

A successful booking does **NOT** automatically mean admission to the desired masterclass.

Admission is decided by the instructors based on the submitted video.

Admission notifications will be sent by email within the month of May.

After successful booking (including completed payment), the following documents are available for download:

- Booking confirmation
(**NOTE:** this does not mean automatic admission to the masterclass)
- Visa invitation letter
- Accommodation options

Change of masterclasses and re-bookings

Participants who are not accepted into the booked masterclass may be re-registered for another masterclass, subject to availability. The office will propose an alternative.

Messages from summer.academy@moz.ac.at regarding registration status must be answered within **five working days**. Otherwise, the participant will automatically be rebooked as an auditor.

Non-Acceptance into the desired masterclass

In case of non-acceptance, participants have three options:

- Getting rebooked to an alternative masterclass
- Participation as an auditor (difference refunded)
- Withdrawal (course fee refunded)

Withdrawal/Cancellation

Written withdrawal **before the end of online registration:**

the participation fee will be refunded minus transaction costs; the registration fee is retained

Withdrawal **after the end of online registration:**

refunds are only possible in justified exceptional cases (especially force majeure)

Withdrawal must be declared no later than the start of the masterclass/additional course

Withdrawal **after the start of the masterclass/additional course:**

the full fee will be retained, even in cases of force majeure

Refunds are only possible until **31 October of the respective year**.

Auditors

Interested visitors may attend all masterclasses as auditors after purchasing a day or week pass at the Summer Academy Service Point.

Active participants may attend other masterclasses **free of charge** as auditors.

- Week pass: €150
- Day pass: €50

Accommodation

Accommodation must be arranged independently.

A list of private accommodations and affordable hostels is available in the download section.

For private accommodation, all rental agreements must be made directly with the landlord/landlady.

Check-In on the first course day

Active participants must complete a **personal check-in** on the first day at the Service Point (Mirabellplatz 1, 5020 Salzburg). Check-in is mandatory.

The personal check-in time will be communicated by email before the start of the masterclass.

3. ON-SITE SERVICES

Library

Usage fee: €10

Further information available at the Service Point

Opening Hours

Teaching location: Mozarteum University Salzburg (Mirabellplatz 1) (subject to change)

MAIN BUILDING MIRABELLPLATZ: Mo - Sa 8.00-21.00 Uhr So 9.00-19.00 Uhr	CAFETERIA: Mo - Fr 11.00-14.00 Uhr
SERVICE POINT Mo - Fr 9.00-17.00 Uhr Sa 10.00-12.00 Uhr	LIBRARY Mo - Fr 9.00-16.00 Uhr
PRACTICE TIMES Mo - Fr 8.00-21.00 Uhr Sa 9.00-15.00 Uhr	

Practice Rooms

- Piano masterclasses: 3 free hours per day
- All other masterclasses: 2 free hours per day

Practice rooms can **only be reserved at the Service Point**.
Additional practice time may be rented depending on availability.

Weekly fee for 1 hour per day:

- Piano room category I: €30
- Piano room category II: €15

WIFI

Wi-Fi is available on site.

Copying and Printing

Self-service printing and copying is not possible.

Please bring printed sheet music.

Copies cost **€0.10 per page**.

4. EVENTS

Concerts

- Faculty concerts with selected instructors
- Student concerts = class concerts of the respective masterclass
- Guest concerts = external venues, by invitation only
- Final matinee = by invitation only

Welcome Event

- Informal evening in the student lounge.
- Opportunity to meet other participants.

Additional offers for free

- Trial workshops
 - Lectures
 - Introductory talks by instructors
- ➔ Programs change weekly.