



# McGill

## McGill Conservatory

Community Program of the  
Schulich School of Music  
of McGill University



# Schulich School of Music École de musique Schulich

## Conservatoire de McGill

Programme pour la collectivité de  
l'École de musique Schulich  
de l'Université McGill

www.mcgill.ca/conservatory

### Substitution Request Form

### Deadline: March 1

<b>Submit requests early</b>	The deadline is March 1 <sup>st</sup> , but an early request means an early answer. Avoid the rush!
<b>Include the following documents:</b>	<ol style="list-style-type: none"> <li>This form completed fully (<b>substitutions only, please</b>; this is not a repertoire list) - include title, key, opus #, composer when applicable</li> <li>Photocopies of each study or piece (these will <b>not</b> be returned)</li> </ol>
<b>Pay fee with exam application</b>	Substitution fee: <b>\$15</b> per student (non-refundable) - substitution invalid if fee not paid
<b>Bring the approved portion of this form to the exam</b>	The lower part of this form will be returned to you. The teacher's name does not appear on it, so that the examiner does not have access to this information.

### Teacher information (block letters please)

Teacher name \_\_\_\_\_ Tel. \_\_\_\_\_

Teacher address \_\_\_\_\_ Apt. # \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

E-mail \_\_\_\_\_

### Substitution information (bring this form and all corresponding musical scores to the examination)

Student name _____ <small>Last name First name</small>		McGill ID # _____		
Instrument _____		Level _____		
Studies	Title	Key	Opus	Composer
Study 1				
Study 2				
Repertoire	Title (ensure pieces apply to the correct list (if applicable) – see syllabus)	Key	Opus	Composer
List 1				
List 2				
List 3				
List 4				

For office use only:                       Approved                       Not approved                      Date: \_\_\_\_\_

Conservatory signature: \_\_\_\_\_

Remarks: \_\_\_\_\_

**McGill Conservatory – Downtown**  
555 Sherbrooke Street West  
Montreal, Quebec H3A 1E3

Monday  
Tuesday to Friday  
Saturday

2 p.m. – 6 p.m.  
2 p.m. – 8 p.m.  
9 a.m. – 4 p.m.

conservatory.music@mcgill.ca  
Tel. (514) 398-4543  
Fax (514) 398-4293

**McGill Conservatory – West Island**  
21,111 Lakeshore Road (4 Stewart Park)  
Ste-Anne-de-Bellevue, Quebec H9X 3V9

Tuesday and Thursday  
Saturday

2 p.m. – 7 p.m.  
10 a.m. – 2 p.m.

conservatory.music@mcgill.ca  
Tel. (514) 398-7673  
Fax (514) 398-7625