

Diploma Concert Information Checklist

This page lists important information to ensure you accurately complete the *Diploma Candidate Information Form* and this checklist before handing back to the AMEB Qld office.

You **MUST** accurately complete **ALL** information on the attached *Diploma Candidate Information Form*.

IMPORTANT

- If you are a parent/guardian please fill out your details as well as the candidate's name and candidate number. **NB:** you will be the primary contact for all Diploma Concert information.
- To be presented at the next Annual Diploma Concert, the candidate must have completed and received their theory results by **30 December**.
- If the theory component has been conducted in another state you **MUST** email AMEB Qld the certificate or confirmation email at enquiries.ameb@qed.qld.gov.au
- If the candidate receives an Award with Distinction, to be considered to perform at the next annual Diploma Concert, they must have completed and received their theory results by **4 December**.
- The candidates name will be printed on the Diploma certificate and Diploma Concert Program as their name appears in the database.

Before submitting the form:

- ☐ I have read the information above and am aware that the form attached must be completed in full to establish a candidate's eligibility for Diploma presentation.
- ☐ I have ensured that all the information on the form is correct.
- ☐ I am aware that the candidate must have successfully completed theory by the required date to be considered eligible to receive their Diploma at the next Diploma Concert.
- ☐ Any additional documentation is attached to the form.

AMEB QLD DIPLOMA CANDIDATE INFORMATION

You **MUST** accurately complete **ALL** information on this form.

NAME OF DIPLOMA: (e.g. AMusA Oboe)	
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CANDIDATE DETAILS

Name: (First name and Surname)	Candidate Number:
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CONTACT DETAILS

The contact listed below will receive all Diploma Concert information.

NB: Parent/guardian contact information is required for candidate's under 18 years old.

Full Name:	Phone Number:
Address:	Postcode:
Email address:	

CONCERT ATTENDANCE DETAILS

I would like to attend the Diploma Concert in:	QLD <input type="checkbox"/> NSW <input type="checkbox"/>
I do not wish to attend and would like my certificate posted	Yes, post certificate <input type="checkbox"/>

If you ticked **yes**, the certificate and program will be sent to the nominated address listed in the contact details above.

TEACHER DETAILS

Full Name:	
Email Address:	
I would like my teacher listed in the Diploma Concert program:	YES <input type="checkbox"/> NO <input type="checkbox"/>

ADDITIONAL REQUIREMENTS

I have completed the AMEB additional theory requirements:	YES <input type="checkbox"/> NO <input type="checkbox"/>
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If you ticked **yes**, please complete the below:

State completed in:	Grade and result:
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NB: If the theory component was completed in a state other than QLD, **you MUST notify AMEB Qld** with supporting documentation (i.e. certificate or confirmation email).

I have other qualifications <input type="checkbox"/> (please list):

NB: For other qualifications to be considered, **you must submit an application** for Recognition of Prior Learning with a JP certified copy of your Academic Transcript to enquiries.ameb@qed.qld.gov.au or AMEB Qld's office, for approval by the State Manager.