

**INFORMATION BROCHURE FOR CANDIDATES
FOR ARTISTIC TRAINING PROGRAMME**

**DEPARTMENT FOR VOCAL AND ACTING
STUDIES**

ACADEMIC YEAR 2025/2026
WINTER SEMESTER

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General information

Candidates eligible to apply for admission to the artistic training programme at the Fryderyk Chopin University of Music (UMFC) must hold at least a secondary school-leaving diploma. In exceptional cases, the Rector may grant permission for a candidate without such a diploma to enrol in the programme.

Artistic training may be conducted in a language of instruction agreed upon by the artistic supervisor and the trainee. If the curriculum includes classes in multiple subjects, the agreed language of instruction should apply to all components of the training.

The enrolment procedure is administered by the Deans of the respective Departments and is conducted on a competitive basis.

Artistic training is subject to tuition fees. The fees are determined annually by the University's Rector. For the current fee schedule, please refer to the official University website:

<https://bip.chopin.edu.pl/zarzadzenie/z-14-2025>

The teaching load of the artistic training must not be less than 30 teaching hours. One teaching hour (TH) is equivalent to 45 minutes.

Enrolment for artistic training – information

Terms and conditions of the enrolment

1. Registration of candidates

Registration through the IRK (Internet Registration of Candidates) system is obligatory and will be available via <https://irk.chopin.edu.pl/en-gb/> from **30 June to 4 July 2025**.

2. Paying the enrolment fee

The fee for entering the enrolment procedure amounts to **250.00 PLN**. Please make your payment to your individual bank account number provided by the IRK system.

Important dates

Registration in the IRK system	30 June-4 July 2025
Paying the recruitment fee	30 June-4 July 2025
Sending links to recordings	30 June-4 July 2025
Qualification of candidates	5-11 July 2025
Delivery of documents (for accepted candidates only)	15-21 July 2025

Terms and conditions of the enrolment – enrolment documents

Candidates should submit the following documents either by post (the postmark date serves as proof) or by placing them in the designated box located at the University near room 312, in accordance with the Rules of the Artistic Training Programme at the UMFC.

<https://bip.chopin.edu.pl/zarzadzenie/z-20-2025>

1. An application form for admission to the Artistic Training Programme, completed in accordance with the template specified by the UMFC.
2. A personal questionnaire, completed in accordance with the template specified by the UMFC.
3. One photograph.
4. A declaration of commitment to cover the tuition fees for the Artistic Training Programme, completed in accordance with the template specified by the UMFC (this constitutes part of the application form).
5. Any additional documents, if specified in the published information on the admission requirements for the Artistic Training Programme.
6. In addition to the documents listed above, candidates who are not Polish citizens must also submit a certified copy of a valid health and accident insurance policy for the duration of their studies in Poland, or a copy of the European Health Insurance Card, or a signed declaration stating that they

will enrol in the National Health Fund (Narodowy Fundusz Zdrowia) immediately upon commencing their studies.

7. Applicants are required to submit a secondary school-leaving certificate (matura), unless they present a diploma of higher education, in accordance with §10(1) of the UMFC Artistic Training Programme Regulations. Candidates who obtained their school-leaving certificate or higher education diploma abroad must submit an authenticated copy of the document along with a sworn translation into Polish.

Admission to the qualification examination is conditional upon payment of the application fee.

All application documents must be submitted in full and in hard copy. Candidates who fail to submit a complete set of the required documents by the deadline, or who send them in electronic form, will not be admitted to the Artistic Training Programme.

The Secretariat for Artistic Training Programme coordinates administrative procedures related to recruitment and supports trainees throughout the duration of the programme.

Wojciech Parchem, Room 312
phone +48 22 827 72 41 ext. 248
e-mail: stazeartystyczne@chopin.edu.pl

Chopin University of Music
Artistic Training Office, Room 312
Address: ul. Okólnik 2
00-368 Warsaw

Teaching offer

Major: VOCAL STUDIES

Specialty: Solo singing

Description

Classes with a selected vocal tutor and an accompanying pianist. Participants of artistic training have an option to select the scope of training from the following catalogue: preparation for an exam for first/second cycle studies, preparation for the registration and conferment procedure for a doctoral degree, masterclass covering selected vocal topics. There is an option to extend (for an extra fee) the programme of the training with additional classes, with Dean's consent.

Major subject (singing) will be taught by professors and lecturers of the Department for Vocal and Acting Studies

In order to obtain a certificate of completion of artistic training with a final grade it is required to take the final exam. The end-of-semester exam has been indicated as an optional exam, depending on a teacher's decision.

Criteria for final grade: the grade shall be given by the committee and the assessment criteria depend on the curriculum (from the catalogue listed above) defined by a teacher and agreed on with a trainee. Basic criteria of assessment: artistic value, technical value, progress of skills improvement.

Enrolment conditions

Submission of links to audio-video recordings hosted on YouTube (two pieces — arias or songs — from the solo repertoire performed from memory in the original language) by the registration deadline, by entering them in the designated field of the candidate registration form in the IRK system.

All audio-video recordings should show the candidate in full throughout the entire performance, without close-ups, camera movement, or editing. The accompanying music must be clearly audible and provide accompaniment to the singing. The recording should be well lit to allow clear identification of the performer. Each recording must include an introduction by the candidate stating their name and providing information about the piece performed (composer, librettist/translator, title of the opera, oratorio, song, or theatrical work).

Admission limit

50 people

Tuition fee

4 400 EUR per 30 THs of singing lessons taken with an accompanying pianist.