

# Applicant

Completes online training

Gathers evidence (video and written notes) of potential candidates' level of musical engagement

Downloads paperwork from [www.soundsofintent.com](http://www.soundsofintent.com)

Emails paperwork (including secure video link and online training certificate to [director@soundsofintent.com](mailto:director@soundsofintent.com)

Pays Sol Centre electronically

Sends certificates to candidates

# National Sounds of Intent Centre

Director checks paperwork

Director enters initial information on TCL online form

Invoices applicant

Pays TCL

Submits marks and evidence

Checks certificates and payment from applicant

Sends certificates to applicant

# Trinity College London

Invoices Sol Centre

Requests marks and evidence

Moderates

Sends certificates to Sol Centre