

**Special Music School**  
at Kaufman Center

Admissions for Fall 2013  
GRADES 3-8

**APPLICATION DEADLINE**  
March 15, 2013

**AUDITIONS GRADES 3-8**  
May 1, 2013

To: Parents or Guardians of Applicants to Special Music School

We are pleased to send you a 2013 – 2014 application package for Special Music School at Kaufman Center. The enclosed materials explain the application process as fully as possible. You may also review the Special Music School section of our website, located at [www.kaufman-center.org](http://www.kaufman-center.org).

Please be sure to provide us with information on how and when best to reach you by phone, fax and email, in order that we may schedule your child for an audition.

Please contact the Admissions Office if you have any questions: [smsa@kaufman-center.org](mailto:smsa@kaufman-center.org) or 212 501 3390. Because of the high volume of work that passes through our office, email is the preferred communication method. If you do choose to phone, please leave a message, and we will get back to you as quickly as we can. **We highly recommend that upon applying, you add the SMS Admissions e-mail to your e-mail provider's safe list: [smsa@kaufman-center.org](mailto:smsa@kaufman-center.org).** Although we make every attempt to be sure that our communications are received, adding the admissions e-mail to your address book/safe list will prevent our notices from going to junk mail.

We look forward to meeting you and your child in the coming months.

Sincerely,

Katherine Banucci-Smith  
Principal

Jenny Undercofler  
Music Director