

## **ANNEX III - APPLICATION GUIDE**

### **Submission of Applications**

Upon submission of the application, the system will automatically send a confirmation email acknowledging receipt. In the event that the confirmation email is not received, the candidate must notify the Competition Secretariat at [competition@premiopaganini.it](mailto:competition@premiopaganini.it).

Candidates are advised to submit their application, as well as any requests for clarification, well in advance of the application deadline indicated in the Competition Regulations. Once the final deadline for submission has passed, the system will no longer allow access to the application procedure or the submission of the electronic form.

Please ensure the correct upload of the following attachments on the Portal:

- Application form
- copy of a valid identity document (identity card valid for international travel or passport);
- recent colour photo;
- video upload
- receipt of payment of the application fee of €150.00 (one hundred and fifty euros)
- any diplomas from competitions affiliated with the World Federation of International Music Competitions (WFIMC).

Accepted formats for attachments are PDF and JPEG; the maximum size for each attachment is 5 MB.

### **Portal Malfunctions**

Should the Portal experience partial or total malfunctions, certified by a specific notice published on the website, such as to prevent the submission of the application and related attachments, the deadline may be extended, with appropriate notice given to the candidates.

Candidates who encounter technical issues during the application procedure must promptly notify the Secretariat via email at [competition@premiopaganini.it](mailto:competition@premiopaganini.it), providing adequate supporting documentation. The report will be reviewed and the outcome of the assessment will be communicated to the candidate.

The Administration assumes no responsibility in the event of failure to receive communications due to incorrect indication of the email address by the applicant, nor for any technical issues not attributable to the Administration itself.