

CECCHETTI BALLET AUSTRALIA ^{INC}



REGULATIONS & PROCEDURES TEACHERS

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*Following the ratification of the new **Rules for Cecchetti Ballet Australia Inc.** at the July 12th 2014 AGM, these Regulations and Procedures have been collated from previous rules issued by the National Council on behalf of Cecchetti Ballet Australia Inc.*

Should any alterations or amendments become necessary, these should be submitted in writing to the National Council.

After consideration by Council, any necessary alterations or amendments will be incorporated into the Rules in due course.

Some sections of these Rules appear more than once in this Book. The information has been collected into sections and some information is relevant to more than one section.

July 2014

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EXAMINATION INFORMATION FOR TEACHERS AND STUDENTS

Cecchetti students are examined on the accurate demonstration of the syllabus 'as set'.

Cecchetti examinations are divided into five categories:

- Pre Primary and Primary
- Grades
- Assessments
- Dance Spectrum One & Two
- Majors
- Enrico Cecchetti Diploma
- Status

PRE-PRIMARY AND PRIMARY

The aim of these examinations is to provide an examination system for the once-a-week student, with the accent on enjoyment and dance quality. There are two examinations PRE-PRIMARY, and PRIMARY

The advised minimum and maximum ages for entry for these examinations is as stated in the syllabi, and are taken from the closing date of entries.

Students are examined in groups of four and not less than two, and the teacher takes the students into the examination room and conducts the examination.

These examinations may be held in the teacher's own studio (see *STUDIO EXAMINATIONS*) or at a main session in an examination centre (see *MAIN EXAMINATION SESSIONS*).

Pre Primary and Primary examinations are examined by a local examiner and will be marked PASS or PASS WITH MERIT or PASS WITH SPECIAL MERIT or STANDARD NOT YET ATTAINED.

Pre Primary and Primary will use set dances as per the syllabi, with music provided by Pianist.

As per Minutes from the 2011 July Examiners Meeting: 'the Dance 'box' on the report will include 'improvisation' effective January 2012.

Dress Regulations: Own school uniform, skirts as per syllabi.

GRADE EXAMINATIONS

These examinations are designed to give the student a strong basic technique with gradual build up through the Grades. There are six grades - ONE, TWO, THREE, FOUR, FIVE and SIX. These may be preceded by Pre Primary and Primary.

Teachers are advised that the recommended minimum age for Grade candidates is 7 years old. Candidates over 30 are termed "mature age" students.

Use of CD's during Cecchetti Grade Examinations is restricted to the Grade 6 dances. Any additional use of CD's may only be accepted if special permission is sought from the National Council. This permission is granted on a session-by-session basis. **Once granted it is not a license to use CD's for future sessions.**

Grade 1 are examined in groups of up to four and the candidates enter the examination room with their teacher.

Grades 2 and 3 are examined in groups of up to four and the candidates enter the examination without their teacher. Grades 1, 2 and 3 may be examined at the teacher's own studio (see *STUDIO EXAMINATIONS*) or at a main session in an examination centre (see *MAIN EXAMINATION SESSIONS*).

Grades 1, 2 and 3 may be examined by a local State examiner or by an Interstate examiner (a levy will be imposed for these exams should the teacher choose to have the Interstate examiner where a local examiner has already been rostered).

Grades 4, 5 are examined in groups of up to four and the candidates enter the studio without their teacher.

Grades 6 are examined in groups of up to three and the candidates enter the studio without their teacher.

Grades 4, 5 and 6 may be examined (with certain conditions) at the teacher's own studio (see *STUDIO EXAMINATIONS*) or at a main session in an examination centre (see *MAIN EXAMINATION SESSIONS*). Grade 4 may be examined by a local or interstate examiner (State Committee Policy). Grades 5 and 6 may only be examined by an Interstate examiner, except in country areas (see *COUNTRY AREAS*).

In all six Grades, they will be marked as follows:

PASS or CREDIT or COMMENDED or HIGHLY COMMENDED or HONOURS or STANDARD NOT YET ATTAINED.

THE GRADE SYLLABI:

Teachers must select one of the set studies as per the syllabi, with music provided by a pianist with the exception of the Grade 6, where the pianist must be given the option of either playing the set studies' piano music or having CD music used.

Dress regulations These differ from State to State, so please check with your State Organiser.

Phasing out of skirts in examinations: In teachers own studio, use of skirts is optional, however in Centres you must follow the ruling of National Council as noted below.

YEAR	LEVEL	
From 2018	Grade 1 –3	No skirts in Centre examinations
From 2018	Majors	No skirts in Centre examinations
From 2019	Grade 4	No skirts in Centre examinations
From 2020	Grade 4 and 5	No skirts in Centre examinations
From 2021	No skirts to be worn in any level for Centre Examinations	

Pre-Primary and Primary the rule remains unchanged i.e. skirts to be worn.

ASSESSMENTS

Assessments have been introduced to run parallel with the Grades 1 to 6, thereby, enabling these students to experience an examination situation without the stress of a result, whilst gaining confidence and receiving a written assessment of their performance. All rules pertaining to the Grades, apply to the Assessments but NO RESULT will be given.

There is to be NO mixing of examination and assessment candidates within each examination group.

DANCE SPECTRUM ONE (DS1) & TWO (DS2)

DS1 & DS2 have been developed for the Recreational and Vocational student who for various reasons may or may not wish to commence training in the Cecchetti Major levels.

The emphasis of the syllabus will be on the enjoyment, improvisation and understanding of the Cecchetti Principles rather than technique, thereby enabling the recreational student to achieve a good result.

There is no prerequisite examination to this examination stream, however it is necessary for students to successfully complete DS1 prior to taking the DS2* examination.

Examination music will be provided by a pianist with the exception of the **composition piece**, where the students will be provided with a piece of music recorded on an MP3 player.

Students will be examined in groups of no more than 3.

As per the July 2011 Examiner Meeting Minutes: 'A personal comment of encouragement from the Examiner is to be written in the Examiner Signature Box and is effective January 2012'

*DS2 examinations is available from 2014.

Dress regulations As per the Majors

MAJOR EXAMINATIONS

There are three Major examinations – Intermediate, Advanced 1 and Advanced 2 and they substantially cover the work of the Maestro Cecchetti. They are also known as the Professional examinations – refer to the book “*International Professional Examinations*” for a summary of the work.

The Diploma examination completes this set of examinations - refer to the section on the *Enrico Cecchetti Diploma Examination*.

Examination Order

All major examinations must be taken in the correct order, progressing from Intermediate onwards. No level may be missed.

Male Candidates

Male candidates may be examined at the same time as female candidates in Intermediate examinations only.

Mature Age Candidates

Candidates over the age of 30 are considered mature age. For the major exams they have the option of Category B with or without pointe work. If they do not wish to do the pointe work they do **not** need a medical certificate for an exemption / physical limitation. They will not be asked why they are doing Category B. See below for further clarifications.

A mature age candidate will be expected to at a minimum, to walk thru the various exercises with some sense of the style and impetus required and explain their view of them in detail. (**effective January 1st, 2004**). If mature and electing to NOT do pointe work, candidates MUST note this on their application form.

Examination Category

Effective July 2015 – Category A (Dancer) and Category B (Teacher).

Category **must** be selected on the exam application form.

- If Category A is selected pointe work is mandatory regardless of age;
- If Category B is selected candidates must indicate on their application form their pointe option – see below.
- If Category B is selected, Date of birth must also be documented on the entry form (if under 30 years of age). If 30 years or over then ‘Mature’ to be noted in the Date of Birth section. This must be noted on the Pass Sheet in order for the Examiner to know how the examination is to be conducted.

CATEGORY A (Dancer)

Definition - Physically capable of executing all areas of the syllabus including pointe work.

CATEGORY B (Teacher)

Definition - A candidate may choose Category B if they have a physical issue or limitation that does not allow for the execution as a dancer and/or are a mature candidate. (Please refer to the Marking Criteria for further details).

Medical Certificates / Pointe Exemption - Candidates under the age of 30 years must produce 2 medical certificates for pointe exemption. Candidates over the age of 30 do not require a medical certificate if they choose to not do the pointe work.

They must expect questions on theory and execution applicable to their physique and demonstration.

Category B Requirements (For all major exams)

- The candidate will be expected to perform all the work to the best of his or her individual ability and must answer questions relating to their technical execution of the syllabus, dynamics & musicality,
- The candidate must show the Cecchetti qualities of upper body & port de bras;
- It is necessary to ask more vocabulary questions than for Dance;
- It is necessary to ask more questions on the Cecchetti Principles;
- No choreography will be asked for;
- The dance choice is theirs as to whether or not they wish to execute the dance on pointe or on flat;
- If the candidate has a pointe exemption – technique, knowledge and execution of pointe work must be known and will be discussed.

PROGRESS

Definition - A candidate may choose PROGRESS if they do not wish to sit an examination but wish to get an update on their progress to date. No certificates are issued but a full report is given to help the student and teacher evaluate the progress of the student.

Dances for Major Examinations

The Major Dances provided in the Major Dance Package will remain as 'specimen dances' allowing the teachers the option of choreographing their own dances or using those provided in the package. The specimen dances if used will be examined accompanied by CD or cassette recorded piano music. If a candidate wishes to use the specimen dance music, they must use the specimen dances and must provide the music for the examination.

No Repertoire may be used below the Advanced 1 level.

Repertoire may be used in the Advanced 1 or Advanced 2 dance, examined to recorded piano or orchestral music. Dances from the Gold Medal Lucie Saronova Memorial Award (LSMA) repertoire maybe used for the Advanced 1 or 2 Solo accompanied by the recorded LSMA CD.

As per the July 2011 Examiner Meeting Minutes: the restriction on the use of orchestra music has been removed at all major levels effective January 2012.

As per the July 2011 Examiner Meeting Minutes: the use of the 'classics' has been amended to include Advanced 1 level.

As per the July 2011 Examiner Meeting Minutes: solo duration when the dance is being choreographed by the teacher – they must be between 1.5 to 2.5 minutes. If classics are used at Advanced 1 or 2 level, the complete solo is to be used.

Pointe Work

There is no compulsory pointe work in the ADVANCED 2 syllabus, until the pointe section.

For candidates aged under 30 years, Pointe Work is obligatory in all major examinations unless exemption has been granted on medical grounds.

For candidates aged 30 years and over Pointe Work is not obligatory but can be shown at the candidate's request.

Permanent Disability - Pointe Work

A candidate who has a permanent disability preventing the execution of pointe work must do the Intermediate examination as a Category B which includes the theory of pointe work. Minimum age for this special examination is 15 years. Two Doctors' certificates pinned to the application form are needed. Candidates Category B examinations for Advanced 1 and Advanced 2 levels may be exempted from performing the pointe work section in pointe shoes if they have a permanent disability preventing them from doing so. Two Doctors' certificates must be presented with the entry form to the State Secretary, not the usher on the day of the examination.

These are the only circumstances under which Doctors' certificates may be produced in examinations.

In the event of some temporary ailment, the usher of the day may verbally acquaint the examiner should it be considered necessary.

Music

The official music for the major syllabi must be used for examinations. Advanced 2 candidates may use a CD player or tape recorder for their dance. This must be PIANO music only and be set and ready to start.

Pregnancy

Candidates who are pregnant, and enter any of the Major or Status examinations, should be aware that they do so at their own risk. *Not as advised in the Professional Examinations Syllabus 1991.*

Marking

Major examinations are marked as follows:

PASS, CREDIT, COMMENDED, HIGHLY COMMENDED, HONOURS or STANDARD NOT YET ATTAINED.

Effective January 2016 the mark allocations for the Major examinations will be as follows:

SNYA (0- 49), PASS (50 – 57), CREDIT (58 – 64), COMMENDED (65 - 74), HIGHLY COMMENDED (75 – 84) & HONOURS (85 – 100).

All Major examinations must be examined by an Interstate examiner, except for Country Centres and may be taken in teacher's own studio (see *STUDIO EXAMINATIONS*) or at a main session in an examination centre (see *MAIN EXAMINATION SESSIONS*).

Intermediate

May be taken as a Category A, B or Progress following the definitions above.

Candidates will be examined according to category. Categories will not be mixed in examinations.

Progress students will be entered in groups of no more than three.

The advised minimum age for Intermediate Category A is 13 years.

For Category B a minimum age of 15 years is required as a level of maturity is required to answer the additional theory questions. This would allow for a pointe exemption should this be necessary. ***Effective January 1st 2006.***

Dress

Female: Any sleeveless or capped sleeved navy blue leotard, navy blue georgette wrap (Wrap effective January 2003) and pink tights. Classical hair style (Check with your State)

Shoes: pink ballet shoes (either leather or canvas*) with ribbons AND pink pointe shoes for pointe section (if applicable).

Male: White T-shirt or White Leotard, any coloured tights (NOT BLACK), or Unitard (Not with black legs).

Shoes: Black or white ballet shoes with white elastic and white socks.

*Canvas shoes MUST be clean and should have the draw string elastic such as the Energetiks BSA04 or Bloch S0211L models, with no crossed elastics, ribbons on canvas MUST be matt.

Advanced 1

May be taken as either a Category A, B or Progress following the definitions above.

Candidates will be examined according to category. Categories will not be mixed in examinations.

Progress students will be entered in groups of no more than three.

Advanced 1 Category B minimum age is 15 years.

In all categories, the line and the movement qualities of the Cecchetti Method must be shown to be clearly understood.

Dress

Female: Any sleeveless or capped sleeved navy blue leotard, navy blue georgette wrap (Wrap effective January 2003) and pink tights. Classical hair style (Check with your State)

Shoes: pink ballet shoes (either leather or canvas*) with ribbons AND pink pointe shoes for pointe section (if applicable).

Male: White T-shirt or White Leotard, any coloured tights (NOT BLACK), or Unitard (Not with black legs).

Shoes: Black or white ballet shoes with white elastic and white socks.

*Canvas shoes MUST be clean and should have the draw string elastic such as the Energetiks BSA04 or Bloch S0211L models, with no crossed elastics, ribbons on canvas MUST be matt.

Advanced 2

May be taken as a Category A, B or Progress following the definitions above.

Candidates will be examined according to category. Categories will not be mixed in examinations.

Progress students will be entered in groups of no more than two.

Provision has been made for mature Advanced 2 candidates travelling interstate for their examination to supply a DVD of students performing their dance. The DVD must be submitted to the Usher on the day of the examination and the candidate must supply equipment for viewing i.e. Laptop.

Dress

Female: Navy blue half tutu, and pink tights, except mature age candidates*

* Mature age female candidates should wear a teaching skirt

Shoes: pink ballet shoes (either leather or canvas*) with ribbons AND pink pointe shoes for pointe section (if applicable).

Male: White T-shirt or White Leotard, any coloured tights (NOT BLACK), or Unitard (Not with black legs).

Shoes: Black or white ballet shoes with white elastic and white socks.

*Canvas shoes MUST be clean and should have the draw string elastic such as the Energetiks BSA04 or Bloch S0211L models, with no crossed elastics, ribbons on canvas MUST be matt.

PROGRESS

These examinations are conducted in the Intermediate, Advanced 1, Advanced 2 and Diploma syllabi.

Students will be entered in groups of no more than three for Intermediate and Advanced 1 and no more than two for Advanced 2.

No certificates are issued but a full report is given to help the student and teacher evaluate the progress of the student.

Teachers are reminded that candidates who enter these progress examinations should be conversant with the syllabus and will be examined by local State examiners apart from the Diploma examination, which can only be taken should an appropriate examiner be available. (Refer page 21)

Attention is drawn to the different format of Progress Examinations as to actual examination for result. There will be more communication between Examiner and Student in these Progress examinations.

Effective January 2012, the Dance has been removed from the Progress examinations.

A candidate may move directly from **Progress Intermediate** to **Progress Advanced 1** examinations but cannot take the Advanced 1 examination until they have successfully taken the preceding examination.

THE ENRICO CECCHETTI DIPLOMA EXAMINATION:

There must be two "Diploma" examiners, and the time taken should be as follows:

PART 'A' OR PART 'B' taken separately 1-1/2 hours each part

COMPLETE DIPLOMA 2-1/2 hours

- The Diploma is not part of the qualifying process and can be taken without having previously passed Intermediate, Advanced 1 or Advanced 2.
- Candidates should have a full and complete knowledge of the entire Cecchetti Method as contained in the two Allegro books and the Dancer's Notebook. Female candidates should know the 'Steps for Men' and the Male candidates should know the 'Supplementary Pointe Steps' for Females.
- There is no dance.
- The Diploma gives NO STATUS in the Organisation, but entitles the holder to carry the '*Holder of the Enrico Cecchetti Diploma*' after their name.

There are two categories of entrant:

DANCER

- Dancers may take the examination in its entirety or in two parts separately — Part A and Part B.
- MUST be en pointe. Pointe shoes must be worn throughout, but may be changed as appropriate and may be changed more than once.

TEACHER

- Teachers may take the examination in its entirety or in two parts separately — Part A and Part B.
- OPTION of pointe or no pointe. Ballet shoes, either leather or canvas with ribbons optional.

The minimum age limit for teachers has been removed (**National Council Meeting October 2013**).

There is no Student Teacher category i.e. Category B.

Either Category will be asked:

A simple barre based on the set Cecchetti Barre will be asked for by the Examiner. There will be only 1 question from the previous syllabus (traditional Cecchetti Adages etc.) in addition to the battement frappé petit battement exercise in the centre with the 3rd set ending (temps de courante Cecchetti). The Theory will only be based on the theory section in the Major Syllabi, not as per DS1 & 2.

The teacher will be expected to demonstrate the syllabus to the limit of their physical ability and can be questioned on any aspect of the syllabus. They will not be required to teach.

Progress Diploma is available and will be examined by a Category 3 examiner - who themselves holds the Diploma - of the State. Costs would be as per the Diploma and times will remain as per the Diploma examination.

DIPLOMA will be marked PASS AWARDED or STANDARD NOT YET ATTAINED.

Enrico Diploma candidates are permitted to fly in their own pianist, at their own expense for their examination where applicable.

Dress Regulations

FEMALES

As a Dancer:

Any coloured sleeveless or cap sleeved leotard at the barre with matching half tutu for the centre, pointe shoes and stronger shoes as required. Leo and tutu must be unadorned.

As a Teacher:

Any coloured, unadorned leotard with matching skirt appropriate to their physique and age, optional canvas or leather flats with elastics or ribbons.

MALES

As a Dancer or Teacher:

Capped white leotard or singlet, burgundy, gray or navy unitard (with white chest) or tights, white socks (length is up to the candidate) and white shoes.

White T-shirts are NOT permitted for Major candidates.

STATUS EXAMINATIONS Non Accredited.

(Professional Teaching Qualifications)

EFFECTIVE JANUARY 1ST 2009 – A COPY OF ALL NON ACCREDITED STATUS APPLICATIONS FORMS MUST BE SENT TO THE NATIONAL OFFICE BY THE CANDIDATE. APPLICATIONS MUST BE RECEIVED 2 WEEKS PRIOR TO THE STATE EXAMINATION CLOSING DATE.

2010 Teaching restrictions were imposed. Those Cecchetti Members who held full teaching registration at this time are not impacted i.e. they hold the Associate Diploma (accredited or non-accredited) or above or the Associate issued pre 1997.

Commencing January 2010, National Council will nominate 1 State per year to host any/all Enrico Cecchetti Diploma and Fellowship examinations. Please contact the National Office to details regarding the host state.

There are five Status qualifications:

1. Associate (Provisional Registration)
2. Associate Diploma
3. Licentiate
4. Licentiate Diploma
5. Fellowship

These examinations are taken before two senior Examiners at the main session examinations, in the examination centre. If this is not possible in the candidate's own centre, then they must travel to the nearest centre where two Examiners are available. Candidates cannot enter themselves for Status examinations.

Associate Provisional Registration

Successful candidates are invited to enroll as Associates of Cecchetti Ballet Australia Inc. and Cecchetti International – Classical Ballet (CICB) in the year which their examination was taken. Fees required include an enrolment fee plus pro-rata membership fees for the current year's annual subscription fee (less any fees already paid). ***Please refer below for Associate Membership Categories.*** As soon as payment is received by Head Office, the candidate is entitled to use the letters 'A.C.B.A. – C.I.C.B. and has provisional registration in the Organisation. (See *Membership Classification* for more detail).

The Associate certificate will be presented at the following AGM.

Prior to lodging the examination application form, Candidates for the Associate examination must:

- Have reached the age of 17 years
- Have passed the Intermediate examination (effective January 1st 2009)
- Hold a current First Aid Certificate
- Hold a current Working with Children Check or equivalent in the candidates state of residence

For further details see the *Associate Booklet*. Unsuccessful candidates may re-take this examination within 12 months of an unsuccessful attempt as long as one of the two Examiners is the same.

Associate examination will be marked PASS or CREDIT or COMMENDED or HIGHLY COMMENDED or HONOURS or STANDARD NOT YET ATTAINED.

Once a candidate has successfully attained their Associate qualification they may elect to register as an active or non-active member.

Non Active Associate

If they register as a non-active member they may not teach under any circumstances, until they become an active member. They may, however, commence their related studies (Childhood Development, Business Studies, Occupational Health & Safety, and Music) for the Associate Diploma examination or their History & Anatomy studies for Licentiate Diploma if they wish.

Active Associate teaching for a Fully Registered Cecchetti Teacher

Should the candidate register as an active member on completion of their Associate examination and be teaching for a fully registered Cecchetti teacher, they will have the option to defer their further studies of the Associate Diploma, but may commence their studies of the related subjects as above.

When they wish to commence their Associate Diploma training (and enter candidates under their own name) they must apply to the National office for their Associate Diploma package to commence their 3-year training period.

Active Associate teaching for themselves

These Associates must register as an Active Member on completion of their Associate examination, enter candidates for examinations under their own name, and they must commence the 2-year training period for their Associate Diploma immediately.

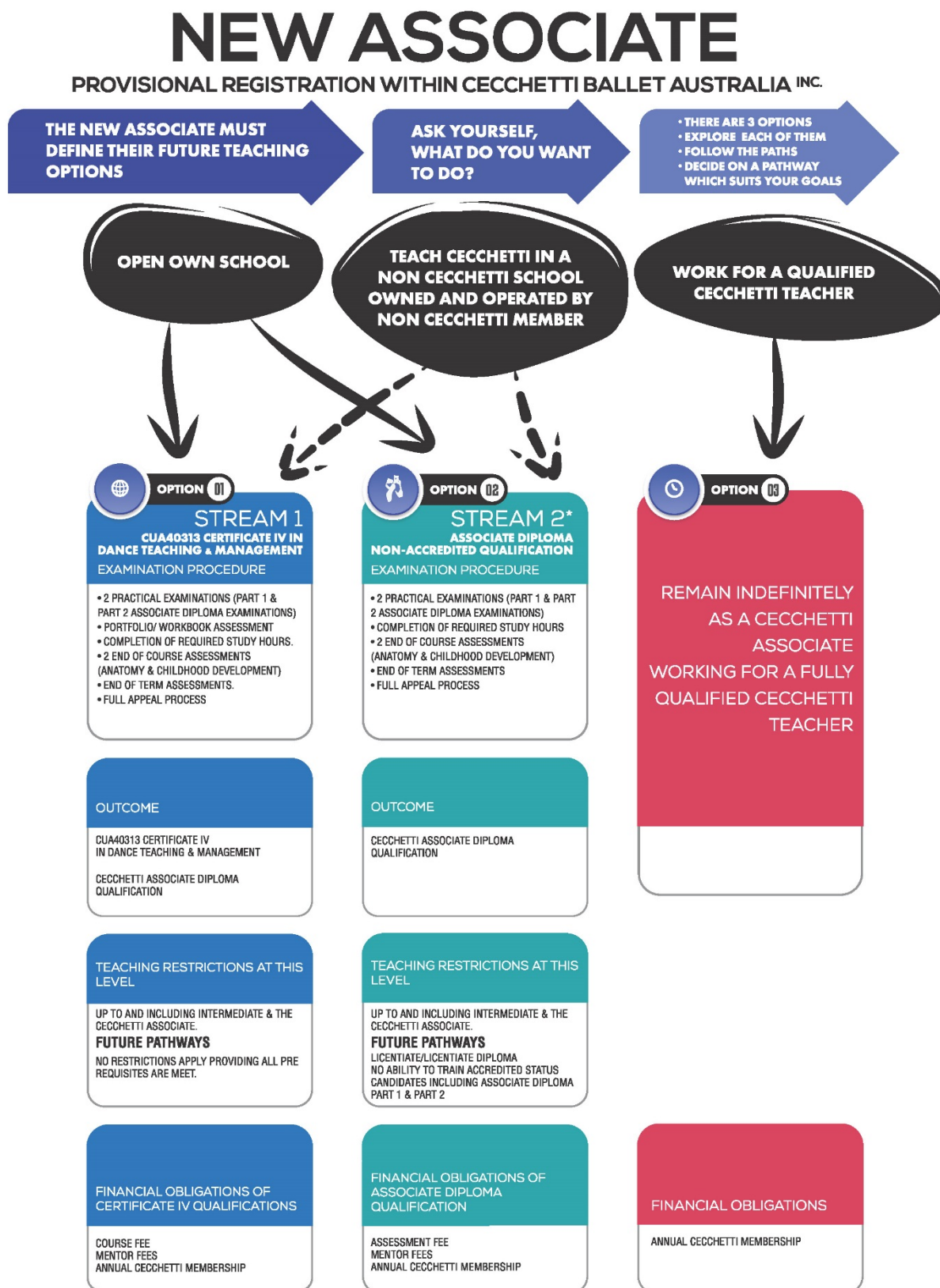
Exceptions to this are Associates who gained their qualification prior to 1995 and who are eligible to remain as an Associate and teach in their own school or in a non Cecchetti school owned and operated by non Cecchetti member.

Associate Member Teaching Restrictions

Successful candidates of the **Associate** examination may teach & enter students for examination up to & including Intermediate (old Elementary).

New Associate must define future teaching options from 1 of the 3 options below:

*Provision has been made for members taking this option to transition at a later date to the accredited stream.



* NON-ACCREDITED: PROVISIONS HAVE BEEN MADE FOR MEMBERS TAKING THIS OPTION TO TRANSITION AT A LATER DATE TO THE ACCREDITED STREAM.

Associate Diploma Non Accredited

Upon completion, Candidates must have reached 19 years of age; hold the Associate Provisional Registration qualification in the Cecchetti Method; have successfully completed the Advanced 1 examination – either as a Dancer or as a Category B; have completed three years of teaching the Cecchetti Method in a responsible position, completed ALL required study hours, End of Course assessments, submitted all Quarterly assessments completed by their Mentor and present with their application form, a photocopy of the timetable and results for their two previous examination sessions.

This exam is taken in 2 parts – Parts 1 and 2. Candidates must attain a minimum of 65/100 for the Associate Diploma Part 1 before attempting the Part 2 examination and must achieve a minimum of 65/100 to successfully pass the Part 2 examination.

For further details see the Syllabus for Professional Teaching Qualifications.

Associate Diploma candidates must submit examination results. Assessment results are not acceptable.

The non-accredited Associate Diploma qualification consists of the following:

- Part 1 & 2 Practical examination
- Music studies—minimum 8 hours
- Applied Anatomy studies—10 –20 hours & End of Course Assessment
- Childhood Development studies—minimum 10 hours & End of Course Assessment
- Business studies—minimum 10 hours
- First Aid Certificate—Level 2 equivalent
- Working with Children Check
- 2 Sets of Student examination results
- End of term assessments of Teaching Methodology, Enchaînements & Dances, Knowledge of Advanced 1 Syllabus & Classical Technique.*

The fee for the Part 1 & 2 Practical examinations are set by the State Committees and as such may vary between States. These fees are payable directly to the State hosting the examination.

A fee of \$150.00** will be payable as above and will cover both end of Course Assessments (Invigilator, venue and assessor). This fee is in addition to the Part 1 & 2 Practical examination fees.

*The End of Term Assessments will be completed by the candidates Mentor EACH TERM, failure to do so will result in the candidate's practical examination entry form being rejected.

**GST may apply dependent on the Candidates State of residence. Please contact your State Secretary.

Recognition of Prior Learning is available to candidates for Music, Applied Anatomy, Childhood Development & Business studies. Candidates wishing to apply for RPL should complete the RPL request form and submit it along with sufficient relevant evidence and their payment of \$40 plus GST per subject to the National Office. Please refer to the RPL form within this guide. **ALL EVIDENCE SHOULD BE IN THE FORM OF A CERTIFIED COPY FOR RPL OR CREDIT TRANSFER.**

Credit Transfer is available for the Health & Safety studies, specific to HLTAID Provide First Aid unit. There is no charge associated with this Credit Transfer.

Upon submission of the first practical examination application form, the candidate is required to submit sessions of their students' examination results.

Upon submission of the second practical examination application form, the candidate is required to add more recent results along with copies of those previously submitted with the part 1 application. (The candidate may be a co-teacher over these sessions).

As these are teaching examinations it is essential that these examination results are submitted as these will assist the examiners with the assessment of the candidates teaching abilities.

At the end of the two years you will take the final part 2 examination, the Associate Diploma, which will allow you to become a fully registered, Cecchetti teacher.

The Part 2 examination may not be taken without permission from the National Office if any paperwork is outstanding.

(effective January 2008)

This examination must be attempted within the 3rd year of attaining the Associate status. If a candidate fails to attain this qualification within 3 attempts the unsuccessful candidate will be advised to seek senior Cecchetti assistance for themselves and their students with their training and will not be permitted to enter candidates for examination at this point until they have successfully passed the Associate Diploma examination.

A Maximum time of 2 years between Associate Diploma Part 1 & 2 examinations has been set

On successfully completing an Associate Diploma, the candidate will become a fully registered member of Cecchetti Ballet Australia Inc, and CICB and entitled to use the letters 'A.Dip.C.B.A. – C.I.C.B.'

For further details see the *Syllabus for Professional Teaching Qualifications*. Unsuccessful candidates may re-take this examination within 12 months of an unsuccessful attempt as long as one of the two Examiners is the same. Outside the original 12 month months it is considered a new examination and any 2 suitably qualified examiners may preside over the examination.

Associate Diploma Part 2 Teaching Restrictions

Successful candidates of the **Associate Diploma Part 2** examination may teach and enter students for examination up to & including Intermediate in the Major levels and Associate in the Status levels.

Licentiate Non Accredited

Candidates must have reached the age of 22 years, must hold Associate Diploma status, must have passed the Advanced 1 (old Intermediate) examination, and must have completed at least five years responsible teaching in the Cecchetti method. For further details see the *Syllabus for Professional Teaching Qualifications*.

Successful candidates are entitled to use the letters 'L.C.B.A. – C.I.C.B.'

The Licentiate examination will be marked AWARDED or NOT AWARDED.

For further details see the *Syllabus for Professional Teaching Qualifications*. Unsuccessful candidates may re-take this examination until six months have elapsed from the date of the original examination – no upper time limits are set for this unless there are special circumstances in which case at least one of the previous Examiners must be present.

Licentiate Member Teaching Restrictions

Successful candidates of the **Licentiate** examination may teach and enter students for examination up to & including Advanced 1 in the Major levels & Associate Diploma Part 2 in the Status levels.

Licentiate Diploma Non Accredited

Candidates must hold Licentiate status and have successfully completed Cecchetti Ballet Australia examinations in 'The History of Classical Ballet' and 'The Anatomy and Physiology of a Classical Dancer'. Successful candidates are entitled to use the letters 'L. Dip. C.B.A. – C.I.C.B.'

The Licentiate Diploma (History & Anatomy examinations) may be completed by Members at any time, however recognition for the Licentiate Diploma will not be granted until all proceeding examinations have been successfully completed, i.e. Associate, Associate Diploma, Licentiate. Candidates may **not** attempt the Fellowship examination prior to completing the Licentiate Diploma (History & Anatomy)

Fellowship Non Accredited

Candidates must have reached the age of 27 years, must hold Licentiate Diploma status and have passed their Advanced 2 examination. They must have also completed eight years' responsible teaching in the Cecchetti method[†]. For further details see the *Syllabus for Professional Teaching Qualifications*.

Knowledge of the 'Set Cecchetti Work' is required for this examination.

Successful candidates are entitled to use the letters 'F.C.B.A. – C.I.C.B.'

Effective January 1st 2010, Fellowship candidates will be required to submit a DVD (2 copies) of their students performing the dances along with their supporting Fellowship paperwork, for viewing by the Examinations prior to the examination. The option for the examination candidate to 'walk through/dance' dances during the examination will be available to both the Examiner and the Candidate, and the Examiners may ask questions on the dances during the examination.

[†] **NOTE:** For the Licentiate and Fellowship examinations, intending candidates should supply, with their entry forms, lists of the results of their past FIVE examination sessions. They must also supply a reference from a fully qualified teacher stating that the candidate has taught or coached students up to and including Advanced 1 (for Licentiate) and Advanced 2 (for Fellowship) within the three years preceding the examination.

For the Fellowship examination it is necessary for the CANDIDATE to forward 2 copies of their essay and associated paperwork to the National Office along with their application form.

Fellowship examination will be marked AWARDED or NOT AWARDED. Unsuccessful candidates may re-take this examination within twelve months of the date of the original examination as long as one of the two Examiners is the same – no upper time limits are set for this

For further details see the *Syllabus for Professional Teaching Qualifications*

Fellowship Member Teaching Restrictions

Successful candidates of the **Fellowship** examination may teach and enter students for examination up to & including Advanced 2 in the Major levels, the Enrico Cecchetti Diploma and Fellowship in the Status levels.

Dress regulations

Applicable for Status Examinations, accompanying students into PP, Primary & Grade 1 examinations and where teachers are employed (paid or Voluntary) to take classes on behalf of Cecchetti Ballet Australia. It is also expected that the teacher will be appropriately groomed on all occasions.

Female: A leotard and tights, with teaching skirt or tailored straight leg;

Teaching pants (not flares) worn with a tailored long line top, teaching shoes or ballet shoes.

A dark colour is recommended.

Pointe shoes are not required for Status examinations.

Male: Teaching pants, or tights, a shirt or T-shirt, and teaching shoes or ballet shoes.

CUA40313 Certificate IV in dance teaching & management

If you have gained your Cecchetti Associate qualification and wish to teach and enter candidates for examinations and have chosen the accredited qualification, you can apply for provisional registration and you will then embark on a two-year (8 term) program as set out hereunder.

This qualification is part of the CUA04 Live Performance Training Package.

Fee structure

\$2112 (incl. GST) CUA40313 Certificate IV in Dance Teaching & Management

Payable either in full upon enrolment or in 2 parts - \$1056 at enrolment and the balance with the Part 1 practical assessment entry form.

The Course fee Does Include – the Certificate IV Manual, Workbook and DVD of Assessment Templates. Part 1 & 2 practical assessments, Anatomy & Childhood Development End of Course Assessments, Portfolio Assessments.

The Course fee DOES NOT include – mentor fees*, co-mentor fees if applicable, external study fees or resources other than the Certificate IV Manual.

In the event of the candidate receiving a SNYA result for either practical assessment or end of course assessment, the candidate will be required to pay an additional fee as stated below to retake the SNYA assessment.

- \$550 (incl. GST) Part 1 Assessment
- \$610 (incl. GST) Part 2 Assessment
- \$88 (incl. GST) Anatomy End of Course assessment
- \$88 (incl. GST) Childhood Development End of Course assessment

Units

CUA40313 Certificate IV in Dance Teaching & Management consists of 8 core units and 6 elective units.

Core Units:

- TAEDES401BA Design and develop learning programs
- TAEASS401B Plan assessment activities and processes
- TAEASS402B Assess competence
- BSBSMB405B Monitor and manage small business operations
- CUADTM401 Plan and organise dance classes
- CUADTM403 Apply safe dance teaching methods
- CUAPPM401 Contribute to the organisation of productions
- HLTAID003 Apply first aid

Elective units that Cecchetti Ballet Australia has selected to deliver:

- CUADLT401 Document dance
- CUACHR402 Create short dance pieces
- CUADTM408 Teach Cecchetti Ballet Method at introductory level
- CUADTM409 Teach Cecchetti Ballet Method at junior level
- CUADTM410 Teach Cecchetti Ballet Method at intermediate level
- CUADTM510 Develop a teaching program for the Advanced 1 level of the Cecchetti Ballet Method

By the end of the 8 terms you will take the final of the 2 Part Examination, which upon successful completion, will allow you to become a fully registered Cecchetti teacher holding the Nationally recognised CUA40313 Certificate IV in Dance Teaching & Management qualification, 4 units of competency as noted above from the TAE40110 Certificate IV in Training & Assessment and the Cecchetti Associate Diploma.

For details regarding Recognition of Prior Learning (RPL), Credit Transfer, Portfolio requirements & Assessment Criteria please contact the National Office.

Candidates are advised that the content of the Part 1 and Part 2 Practical examinations is identical to the Non Accredited Associate Diploma.

Dependent on the time of course commencement, Candidates would typically take the Part 1 practical examination in terms 3, 4 or 5 and the Part 2 practical examination in terms 7, 8 or 9. (Term 9 would only be used if required due to the State's examination scheduling)

In the event of any task within the Portfolio found to be 'Not Satisfactory', the candidate will be asked to resubmit the task for assessment. A maximum of 3 resubmissions will be permitted after which time if the candidate has not received a 'Satisfactory' result they will be asked to attend an interview with the RTO Manager.

In the event of candidates not completing and/or submitting their portfolio tasks on time over 2 consecutive terms or the final terms paperwork being more than 4 weeks late, the RTO may cancel the course with no refund to the candidate. **Candidates are advised to apply for special consideration immediately in the event of a change of circumstances that would impact their completion of the course.**

Mentors

Co-Mentoring division of roles.

Accredited Trainer	Cecchetti Trainer
Assist the candidate with the completion of their portfolio tasks.	Cecchetti Syllabi Teaching Methodology Enchaînements & dance Advanced 1 Syllabus Classical technique Including the completion of the End of term assessments. These assessments MUST be submitted each term with the candidate's paperwork.
Should the Cecchetti trainer not wish to complete the End of term assessments as above, it is their responsibility to negotiate with the Accredited trainer to complete these tasks. This will involve the Accredited trainer assessing the Cecchetti trainers work with the candidate.	

Trainer List

Trainer Name	State	Email Contact
Janice Heale	Loganholme/Brisbane (QLD)	dancecentre@optusnet.com.au
Valerie Jenkins	Woollahra/Sydney (NSW)	val_jenkins@bigpond.com
Jane Moran	Sydney/Northern Beaches (NSW)	saltbush@spin.net.au
Dianne Pokorny	Sydney/Northern Beaches (NSW)	lcda@lcda.com.au
Robyn Ross	Sydney/St Ives (NSW)	rossballet@optusnet.com.au
Kay Cranwell	Batemans Bay (NSW)	kaycranwell@bigpond.com
Anne Butler	Melbourne (VIC)	anne.butler@optusnet.com.au
Samantha Grant	Melbourne - Eltham (VIC)	sgrant@dvdanceacademy.com.au
Justine Morris	Ballarat (VIC)	justine@ballaratballet.com.au
Carole Oliver	Melbourne/Ballarat (VIC)	chodder23@hotmail.com
Michelle Vennix	Melbourne Eastern Suburbs (VIC)	michelle.vennix@gmail.com
Carole Hall	Adelaide Hills/Adelaide (SA)	cdunstan@ozemail.com.au
Jennifer Pollard	Adelaide (SA)	wandjucas@internode.on.net
Simone Jackson-Pike	Perth (WA)	info@perthschoolofballet.com.au
Helene Gowers	Perth (WA)	hgballet@hotmail.com

The Trainer List above is subject to on-going extension, please contact the National Office if further choices are required.

*Mentor fees vary between mentors and must be negotiated on an individual basis. Most will range from \$40phr - \$80phr and may be dependent upon venue hire fees, travel etc.

Minimum Hours

A guide to the minimum hours required for each of the internal subjects to be covered by your mentor is as follows:

Teaching Methodology	12 hours
6. Analysis of classical technique	6 hours
7. Study of Syllabi - knowledge of vocabulary	9 hours
8. Arrangement of enchaînements and dances	6 hours
CUAPPM401A Contribute to the organisation of productions	6 hours

As a student enrolled with Cecchetti Ballet Australia who has commenced study in this course, should the RTO discontinuing offering this Course, either a pro rata refund will be issued or alternatively, where applicable, a transition program will be made available.

Upon full completion of this qualification both a Certificate & a Statement of Result will be issued. If, at any time in the future you require either or both of these items to be reproduced, you will be required to apply to this office and pay a nominal administrative fee which is currently set at \$10 but may be subject to increase in the future.

*** Appeals Processes as per following page apply to the Accredited examinations.**

APPEALS PROCESS REGARDING CUA40313 ASSESSMENTS.

This excerpt is taken from the Accreditation manual.

The process for appealing the results of a CUA40313 Certificate IV in dance teaching & management examination are as follows:

Stage 1.

Cost for Stage 1 \$300.00. The process is as follows:

- The Candidate will write a letter setting out any queries, or questions they may have regarding the result of their Accredited examination.
- This letter should be forwarded to the Secretary, Cecchetti National Office, and be received no later than the 30th November in the year in which the examination was taken.
- A Copy of the report in question must be attached.
- It will be necessary for State Secretaries to record date of posting of all Status examination results.
- Examiners will be expected to keep all notes pertaining to Accredited examinations for a period of 12 months.
- A copy of the Examiners notes will be requested by the Secretary.
- The Secretary will circulate copies of this letter as well as copies of the report and Examiners notes, to Appeals Panel Members (National Council).
- This appeal will then be tabled and discussed by the Appeals Panel at the January Meeting.
- If the grievance is considered to be justified then the result may be re-evaluated.
- The cost of the re-evaluation is at the expense of the organisation.

Of the six Appeals Panel Members, at least four (75%) must agree to this reversal.

Should a member of the Council (Appeals Panel) be involved in the examination In question, whether as an Examiner or Mentor, they will not sit on the Panel and will be replaced from the pool of Senior Examiners.

If the complainant wishes to further pursue the complaint then they must advance to Stage 2. Lodgment of Stage 2 must be made within 12 months of the original examination.

Stage 2.

Cost for Stage 2 \$800.00. The process is as follows:

- In the event of the original result being upheld, the Secretary will arrange a meeting with the candidate and the Appeals Panel at a time and place which will be most economical for all concerned – any travel necessary by the complainant will be at the complainants expense.
- At this meeting, the complainant will be given the opportunity to set out their grievance in full.
- At this point the Assessors must also be invited to present their case to the Appeals Panel if this is desired.
- Assessors travel costs at the expense of the organisation.
- In the event of the Appeals Panel reaching a decision to allow for re assessment, 2 new Assessors will be allocated.
- No further correspondence will be entered into.

The Appeals Panel must ensure confidentiality to ensure that the candidate is fairly assessed on the re-evaluation by 2 new assessors if this is deemed necessary.

Unless otherwise stated, the Secretary referred to in this document is the National Secretary.

Revised January 2015

EXAMINATION INFORMATION FOR TEACHERS

Examinations are arranged by State Secretaries. Applications should be made for entry forms, and dates arranged between teacher and Secretary. All examination sessions should be completed by *30th November* each year.

EXAMINATION ENTRIES

Entries should be with your State Secretary within the time stipulated on the State notice. Later entries may not be accepted or a penalty paid for each late entry – check with your State Secretary.

Teachers are required to forward only ONE cheque covering all entries for one session, made out to *Cecchetti Ballet Australia*.

Where a Candidate has not been at least SIX MONTHS with the entering teacher prior to examination, the previous teacher must be given the option of being acknowledged in the coach field. It is the responsibility of the entering teacher to contact the previous teacher and ask if they wish to be acknowledged. **(July 2014)**

The times of attendance of candidates at examinations cannot be altered once the timetable has been prepared. Whilst every effort will be made to suit the convenience of the candidate, no guarantee to that effect is given.

Teachers are responsible for the hall rental for all Studio Examinations. The Organisation is responsible for the pianists' fees, but will only pay on receipt of an account for Studio Examination pianists stating hours worked, by the State Secretary or Treasurer, with the name and address of the pianist.

WHO MAY ENTER STUDENTS FOR CECCHETTI EXAMINATIONS

Only FINANCIAL members and FINANCIAL students of FINANCIAL members, who are co-teachers may enter candidates for Cecchetti examinations. All members entering students for exams **MUST** have a current Annual ID for the current year of examinations. If your Annual ID is not current you must contact National Office to obtain your current Annual ID.

WHO MAY ACCOMPANY STUDENTS INTO CECCHETTI EXAMINATIONS/ASSESSMENTS

Only FINANCIAL members and FINANCIAL students of FINANCIAL members, who have taught the students may accompany the PP, P & Grade 1 students into the examination

CECCHETTI UNIFORM

Students

Each State Committee designates the Ballet examination uniforms to be worn in that State. Generally speaking, for Studio Examinations, students may wear their dancing school uniform, and for Main Centre examinations students should wear the official State uniform, taking into account new ruling regarding skirts effective January 2003.

For examinations from Majors and up, please see Page No. 15, 'Dress Regulations'.

Children taking Class examinations, and Grade examinations, are not to wear make-up or nail polish. Only classical hairstyles will be accepted. No flowers. Only "sleepers" are acceptable in pierced ears, and no other jewellery or watches. Teachers should ensure a neat appearance in their students. Medic alert bracelets may be worn.

Teachers

Where Cecchetti teachers are employed (paid or voluntary) to take classes on behalf of Cecchetti Ballet Australia a standard of dress is to be observed as per the Rulebook for status examinations. It is also expected that the teacher will be appropriately groomed.

RULES REGARDING DISTANCE

Any school within a 50km radius of the city centre - GPO - may have Studio Examinations either with a local State examiner or with an Interstate examiner, providing they have the minimum number of hours of examining.

All schools between a 50km and a 100km radius of the GPO may have Studio Examinations with a local State examiner for Grades 1, 2 and 3, but must send all the Grades 4*, 5 and 6, and the Major candidates, to the Examination Centre with the Interstate examiner.

*Refer 1a.3 Page 18

Schools further than 100km from the GPO are classed as 'Country Centres' and a local examiner may be sent to examine all Pre Primary, Primary, Grades and Majors (NOT STATUS) in these areas.

* State Committee Policy

PERMANENT DISABILITIES

Two letters from the candidates doctors are required stating the range of disability either Intellectual or Physical. The letters are to be produced with the candidates application and must be presented to the Examiner prior to the Examination session. Candidates falling into this category will only be permitted to take Assessments up to and including Grade 6.

HANDICAPPED CHILDREN

Under consultation with the State Committee and the scheduled local examiner, special consideration for physical/intellectually handicapped children may be given to enable them to undertake an Assessment up to Grade 6 level, with the local examiner.

TEACHERS' CLASS

It is COMPULSORY for teachers to attend refresher courses and/or Examiners' classes at the conclusion of the main examination sessions.

Please note that teachers may be denied examinations if they do not attend at least one of these compulsory classes during the year.

Active Cecchetti Teachers must attend a minimum of 3 'Professional Development Sessions' per year.

PROFESSIONAL DEVELOPMENT

As an RTO it is necessary to constantly provide Professional Development to our members and to ensure that their approach to teaching is constantly growing. Today's students demand innovative teaching methods, and a variety of teaching/learning tools in the classroom. The results of our surveys showed that you – our members wanted more Professional Development and we have taken steps to ensure that you receive it.

First Aid is not included in PD as this is compulsory pre requisite for Cecchetti Teachers. (effective April 2008)

General active members

Cecchetti Focused sessions – State Refresher, Post Examination session with Examiner & Conference.

Any 2 of the set above 3 are compulsory then any other additional which may be Cecchetti specific or external = total 3 sessions

Cecchetti Examiners

State Examiner PD session and Annual Examiner meeting Pre Conference.

Both of the set Examiner sessions above plus any 1 of the Set General Cecchetti focused sessions, plus at least 1 other which maybe Cecchetti specific or external = total 4 sessions.

Conference and the Pre Conference Course will each be equivalent to 1 Cecchetti Specific and 1 Non Specific. Effective 2009 regardless of the conference content. i.e. if a member attends both days of Conference and the Pre Conference Course and their State Refresher Course they will have accrued 3 Cecchetti Specific and 2 Non Specific – more than their required PD for the year

Cecchetti Specific

State Refresher, Annual Conference, Examiner Class (After Examination session), Associate Diploma workshops

External

Australian Ballet Workshops, Tanya Pearson Workshops, Anatomy lectures, Pilate's course, History lectures, IADMS Conference, Music lectures etc.

It will be necessary for ALL Active teachers to complete the PD form and submit it to the National Office by January 30th of each year. Failure to complete and submit the form will result in their exam entries for the forthcoming year not being accepted.

If a member falls short of a PD session for the year they must document the reason the session was missed and this will be assessed on an individual basis.

Effective for January 2008 – examinations 2008.

EXAM PROCEDURE

STUDIO EXAMINATIONS WITH A LOCAL EXAMINER

All Pre Primary, Primary and Grades 1, 2, 3 and 4 (*State Committee Policy*).

A teacher may request to hold their examinations at their own studio. These are known as Studio Examinations and the following conditions must be met:

1. There is a minimum number of hours of examining (please check with your State Secretary);

Teachers will provide the premises, with a large table for the examiner, not a card table or one of equivalent size and a bell;

The dressing rooms must be separate from the examining area;

Morning and afternoon teas (minimum 15 minutes effective Jan 2016), and lunch (lunch break must be a minimum of 45 minutes) must be provided for the examiner by the teacher;

The teacher shall supply their own numbers - large enough for the examiner to read;

Ushering shall be the responsibility of the teacher;

Pianists shall be engaged by the teacher and will be paid for by the Organisation on the hours shown on the pass sheet. An account should be tendered showing pianist's name and address;

Students may wear their own school uniform for these examinations (taking into account the new ruling on skirts; compulsory for examinations Grade 1 to 6 from January 2003.);

A single entry at Grade level must be paid for at double the entry fee to cover costs. This does not apply to an ODD number, only to a single entry.

Travelling allowance **MUST** be paid to the examiner (check with the State Organiser).

All studio mirrors must be covered

If providing a Piano, the piano must be cleaned and tuned.

STUDIO EXAMINATIONS WITH AN INTERSTATE EXAMINER

All Grades and Major examinations may be taken at the State Committees discretion.

The conditions listed above apply, with the following additions and alterations:

1. There must be at least one full day of examining;

Picking up and returning the Interstate examiner to their accommodation is the responsibility of the teacher;

These examinations must be held, of course, whilst the Interstate examiner is in the State during the Main Examination Session time.

MAIN SESSION EXAMINATIONS WITH AN INTERSTATE EXAMINER

All Grades and Major examinations and all Status examinations may be examined at the Main Examination Sessions, as designated by each State committee. These examinations are held in an examination centre, with an official usher and an official Organisation pianist, who are paid by the Organisation.

THIS IS THE ONLY SESSION AT WHICH STATUS EXAMINATIONS CAN BE TAKEN

SPECIAL SCHOOL EXAMINATIONS

The following conditions apply to special school examinations:

2. They cover Pre Primary and Primary only;
3. Groups of six where possible, but no less than four, are examined;
4. Same time allotted as for normal Pre Primary and Primary examinations;
5. Not all the syllabus needs to be shown;
6. A special certificate is issued;
7. must be held in a school of education.

“SPECIAL EXAMINATIONS”

Special examinations may be arranged and can only be held under extenuating circumstances. Permission must be requested from National Council and State Organiser. Any candidate wishing to have a special examination will be charged TREBLE the examination fee, to cover additional costs involved.

MISSED EXAMINATIONS

Candidates who missed their examinations through illness or accident may re-take their exam, provided a Doctor's certificate was supplied at the time of the examination. Upon re-application, the date of the original examination should be supplied and a fee of 25% of the original examination fee will be charged. NO REFUNDS ARE GIVEN FOR EXAMINATIONS NOT TAKEN.

These students may be examined by local State examiners up to the Advanced 1 level. Advanced 2 and Status candidates must wait until the next Interstate examiner attends.

NO EXAMINATION PASSED MAY BE TAKEN TWICE - except where necessary for High School examinations.

STANDARD NOT YET ATTAINED

A “Standard Not Yet Attained” examination may be re-taken after six months. This examination may also be re-taken at the next main examination session in the candidate's own State, providing the same examiner is in attendance. With Status examinations, at least one examiner must be the same if the examination is re-taken sooner than six months.

INTERNAL STUDIO ASSESSMENTS

Teachers are reminded that there are no Internal Assessments in the Cecchetti Examination System. Cecchetti Examiners are not permitted to examine the Cecchetti Syllabi work in this format.

REPORT TAMPERING

Teachers are reminded that tampering with reports and/or results is not permitted under any circumstances and could incur legal action.

TEACHING GUIDELINES

Teachers are reminded that they will observe the guidelines and code of ethics as set down in the Australian Guidelines for Dance Teachers (available from www.ausdance.org.au)

INTERSTATE EXAMINATIONS

Where a teacher requires a student to take an examination in a State other than the State in which the teacher is aligned, the teacher must apply in writing to National Council for permission stating the need for the change in venue. If permission is granted then this student is only eligible to take part in scholarships/medals etc in the State their teacher is aligned.

USE OF CD's IN EXAMINATIONS

“Pianists should be used at all times for all examinations. However, in extenuating circumstances, special dispensation may be sought from National Council to use CD's. Permission will be granted on individual application i.e. anytime a teacher needs to use a CD, permission must be obtained and in the event that permission is granted the following rules must apply to the operation of the CD:

1. The operator must be an independent person, No teacher, parents or relation of the candidates being examined may operate the CD player.
2. The operator must be behind a screen with no access to or vision of the candidate being examined.
3. CD's of free music MUST be supplied by the examiner for music section and improvisation and unseen enchainements.”
4. The Examiner must have the option to operate the CD player.

Should an Examiner be confronted with ‘no pianist’ then the Examiner must ensure that they, the Examiner, operate the CD player and that they advise the teacher that the lack of a pianist will be brought to National Council's attention. National Council Meeting Minutes July 2011.

TIME ALLOWANCES FOR EXAMINATION GROUPS

Class Examinations:	Time	Group size
Pre-Primary & Primary	30 mins	Maximum 4
Grades		
Grade 1	40 mins	Maximum 4
Grade 2	45 mins (effective Jan 2016)	Maximum 4
Grade 3	50 mins (effective Jan 2016)	Maximum 4
Grade 4	55 mins	Maximum 4
Grade 5	60 mins	Maximum 4
Grade 6	60 mins	Maximum 3
Dance Spectrum		
One & Two	60 mins	Maximum 3
Majors		
Intermediate & Progress Intermediate	1 & ¼ hours	Single candidates
	1 & ½ hours	2 – 3 candidates
Advanced 1 & Progress Advanced 1	1 & ¼ hours	Single candidates
	1 & ½ hours	2 – 3 candidates
Advanced 2 & Progress Advanced 2	1 & ¼ hours	Single candidates
	1 & ½ hours	2 candidates (Groups of 3 are NOT permitted)
Status		
*Associate	1 & ¾ hours	Single candidate (plus ¼ hour discussion time for examiners)
*Associate Diploma Part 1 & CUA40313 Part 1 Practical assessment	1 & ½ hours	Single candidate (plus ¼ hour discussion time for examiners)
*Associate Diploma Part 2 & CUA40313 Part 2 Practical assessment	1 & ½ hours	Single candidate (plus ¼ hour discussion time for examiners)
*Licentiate	2 & ¼ hours (effective Jan 2016)	Single candidate (plus ¼ hour discussion time for examiners)
Licentiate Diploma	Refer note below	
*Fellowship	2 & ½ hours	Single candidate (plus ¼ hour at the start and ¼ hour at the end discussion time for examiners)
*Enrico Cecchetti Diploma	2 & ½ hours	Single Dancer – whole syllabus (plus ½ hour discussion time)
Part A	1 & ½ hours	Single Teacher (Plus ¼ hour discussion time)
Part B	1 & ½ hours	Single Teacher (Plus ¼ hour discussion time)
Progress Enrico Cecchetti Diploma	Time as for diploma above	Single candidate. Requires a single Examiner who holds the Enrico Cecchetti Diploma, minimum Cat 3.

*These examinations require 2 suitably qualified examiners.

NOTE: Licentiate Diploma: History of Ballet and Anatomy. For further details, see Licentiate Diploma Booklet.

GENERAL INFORMATION REGARDING CECCHETTI BALLET AUSTRALIA INC.

CLASSIFICATIONS

MEMBERSHIP

Membership of Cecchetti Ballet Australia Inc., is by the achievement of the Associate Status by examination. Successful candidates will be invited by letter, from the National Secretary, to join the Organisation. Required fees include an enrolment fee plus pro-rata annual Associate Subscription fee. If the exam was taken on or after 1 November, the full subscription fee will not have to be paid until the following year. Payment and appropriate particulars should be forwarded to the National Secretary. Candidates will then be placed on the Australian membership list. This will entitle them to Provisional Registration in Cecchetti Ballet Australia Inc. Their Associate Certificate and membership card will be forwarded from the National Office in due course. The Associate Certificate is *not* issued unless the candidate registers with the Organisation as a member.

Note, if they miss the cut-off date for certificate printing for the AGM (mid-June) in the year that they sat their exam then they will need to wait for the following year to receive their certificate.

Pre-Registration

The minimum age for Pre-Registration is 18 years. Upon payment of the appropriate fee, this category is granted to teachers who do not yet hold Associate status. A Pre-Registered teacher must enter candidates for examinations within 12 months and complete the requirements for Provisional Registration within **three** years.

Pre-Registered members must nominate a Mentor who will in turn provide the National Office with an annual progress assessment on the member.

Teaching Restrictions: As per Associate Provisional Registration refer page 10. Pre-Registration may be granted upon the successful completion of the Intermediate (old Elementary) qualification.

Associate Provisional Registration

The minimum age is 17. A teacher must have passed the Associate examination. The teacher must enter candidates for examinations within 12 months, and must complete the requirements for full registration within the fourth year.

Full Registration

To attain Full Registration, a teacher must have: (1) passed the Associate examination; (2) completed three years' teaching and successfully entered candidates for at least two examination sessions; and (3) passed the Associate Diploma.

Non-Active Members

Non-Active Members are requested to sign a declaration stating that they will not be teaching dancing during the coming year then forward this to the National Secretary.

Non-Active members are not entitled to vote in elections or at Annual General Meetings.

Australian Student Membership

Candidates who are successful in their Grade 6 and/or Dance Spectrum 1 examination are invited to become Australian Student Members. This does not denote membership status, or qualification in the Organisation, but enables the Student Member to attend courses and lectures upon payment of the members' admission fees and to receive publications of the Organisation. Note that only the Registered Cecchetti teacher is acknowledged at Cecchetti Awards/Medals, not the student coach if/where applicable.

Students taking their examination from 1st January to 30th September will pay a fee which will cover their membership fee for the rest of that year. The following year, they will be due for an annual subscription. Students taking their examination after 30th September will pay one fee for the remainder of that year and all of the following year. (This applies also to the Advanced 1 and Advanced 2 examination, if the student is not already a Student Member).

Student Members who would like to enter candidates and who are working towards their Associate may be granted Pre-Registration. (see previous page).

Student Member restrictions – 5 years effective January 1st 2010. Student members who wish to coach students and thereby have their name included on the pass sheet can only do so for a period of 5 years. This will be applicable for all Student Members.

The following Examination Entry Restrictions apply to Student Members: Student Members may only enter candidates for examination in conjunction with a Registered Qualified Cecchetti Teacher (their Mentor) with the qualified teachers restrictions being enforced. E.g. If the Qualified teacher holds the Associate Diploma qualification then the Student Member will be restricted to working, in conjunction with their Mentor up to the Associate Diploma qualification restriction.

Please note: If, for some reason, you cannot pay your student membership or wish to terminate it, you must advise the National Secretary in writing. You will be taken off the list and will not incur any back fees should you wish to re-join at a later date. If you do not advise the National Secretary, you will be liable for all back student membership fees should you wish to re-join.

Joint Membership

Members eligible for this membership include husband and wife, sibling members and teaching partners (in the same school). Applicants need to prove via business registration that they are business partners (whether related or not) in order to be eligible for joint membership. (effective April 2008)

Affiliated Membership

This type of membership is no longer offered.

New applicants must be prepared to conduct 2 classes with the interstate examiner and a second examiner (local), 1 with their own students, level of the applicants choice, (If the applicant does not have students of their own, the Organisation will provide an additional class of Cecchetti students at a different level) and a second class with guest Cecchetti students, of a different level. A fee of \$1200 would apply to this application and class/interview. If the candidate is not successful at this initial assessment, a 50% refund of the \$1200 would apply. If the examiners are satisfied with the work, then the applicant will be expected to attend classes with a senior Cecchetti teacher, may enter students for examinations and must pay the affiliate fee. Affiliation would be for a maximum of 5 years. After this time the applicant would be required to complete their Associate examination. During this 5-year period National Council would observe the applicant's results annually and feedback would be sent both positive and negative to the applicant. If their work conducting the initial class is not deemed satisfactory then they would need to attend Cecchetti classes and complete their Intermediate (old Elementary), Advanced 1 (old Intermediate) at which time they may then Pre Register and commence entering students for examinations. The Assessment classes must consist of between 4 and 8 students each class.

Teaching Restrictions: As per Associate Provisional Registration refer page 10.

Artist Members

Artist Members are those professional members of the Organisation who are currently performing on stage, and are therefore not teaching. They also receive a discount on their annual subscription.

Life Members

A Life Member classification is attained after:

1. 35 years' continuous membership from the year LICENTIATE membership was gained or;
2. A member reaching the age of 80 years and having held continuous LICENTIATE membership for 30 years.

Ex Professional Dancers entering into the Cecchetti Teaching Ranks

National Council's aim for Ex Professional Dancers joining Cecchetti is for them to gain a complete knowledge & understanding of the Cecchetti Syllabus Pre Primary – Advanced 1, the Cecchetti qualities and principles and the ability to teach children.

Entry-level examination equivalent to the Cecchetti Associate Diploma Examination (Non Accredited). Recognition of Prior Learning will be granted to Associate Diploma level if the following criteria are met.

- a) Candidates application must be supported by a letter from a Senior Cecchetti Examiner (Category 3 or above) and the Cecchetti teacher with whom they have studied the Cecchetti work leading up to their application lodgment
- b) Provide a CV
- c) Submit a copy of their current First Aid certificate
- d) Submit a copy of a Working With Children check from their state of residence
- e) Submit copies of any Cecchetti Major Examination results they may have gained
- f) Complete the end of course assessments for Anatomy and Childhood Development
- g) Submit documentation of how they would market a Ballet School – noting basic business practices they would follow, use of accounting systems, appropriate licences, parent/students information etc.

The Candidate will undertake training (with a senior Cecchetti teacher or examiner) at their own expense.

Upon receipt of all items a – g by the National Office, the candidate may then apply to their State Examination Organiser for their Assessment to be included in the schedule for the next 'main examination session'.

Assessment Cost: \$1500.00 – paid to State where the assessment will take place plus the current year's subscription payable to the National Office.

Assessment time: 4 hours

Assessment Content: 2 x 2 hour classes – Grade 1 to 3 & Grade 4 to Intermediate broken down to consist of a 1 hour class and 1 hour discussion x 2. Organisation to select the levels

The candidate will teach the required class, make corrections where appropriate – with particular attention to laying basic foundations whilst maintaining a balanced class structure.

Following the classes the candidate will:

1. Demonstrate to the best of their ability any exercises from the syllabi above with the addition of Adv. 1 and discuss aspects of teaching any of the above exercises
2. The candidate will then engage in discussion with the examiners on the history of the Maestro Cecchetti, the organisation internationally, and the legacy of Cecchetti.

This assessment will cover Associate 4.1 – 4.3 inclusive, Associate Diploma Part 2 2 – 5 inclusive. Please refer to the Professional Qualifications Package.

The Examiners will then present a written report to National Council. It must be noted that the candidate does have the option taking the Associate examination etc., without the pre requisite of the Intermediate, Advanced 1 examinations.

Once a candidate has received approval from National Council to take the Ex Professional Assessment, they are entitled to pay Pre Registration and are therefore able to enter students for examination whilst studying for their assessment class. 3 year restriction applies and candidates may only enter students up to and including the Intermediate examination.

Upon satisfactory completion of the Assessment, the candidate may teach and enter students at all levels, up to and including Advanced 1.

Should the candidate wish to teach and enter students for Status examination at any time in the future, it will be necessary for the candidate to complete the CUA40313 Certificate IV in dance teaching & management.

Should the candidate wish to take on the Licentiate examination there would be no Intermediate or Advanced 1 prerequisite, however should they wish to complete the Fellowship examination they would be required to have successfully completed the Advanced 2 examination.

Members 'Crossing Over' from other methods into the Cecchetti Teaching Ranks.

Entry-level examination equivalent to the Cecchetti Associate Diploma Examination Non Accredited. Recognition of Prior Learning will be granted to Associate Diploma level if the following criteria are met.

1. Application in the form of a letter of introduction from the candidate / attend an informal interview with National Council if required.
2. Provide a CV
3. A copy of their qualifying examination results in the Classical method they are currently teaching
4. A range of their students' examination results.

If National Council accept the candidate, the candidate will be expected to purchase DVD's, CD's and technical notes of Pre Primary through to and including selected exercises from the Advanced 1, learn the work and prepare to take part in an assessment with 2 Senior Examiners (Category 3 or above).

During this phase, the candidate is permitted to Pre-Register, and thereby teach and enter candidates for Cecchetti examinations whilst they themselves are preparing for their assessment.

The Assessment will consist of the following:

- a) The candidate will be asked to demonstrate to the best of their ability any exercises from Grade 1 through to and including Intermediate with the addition of the selected exercises from the Adv. 1 As per the Associate Diploma Part 2, paying special attention to the Cecchetti port de bras, qualities and principles. Discuss aspects of teaching any exercises from the syllabi.
- b) Following (e) the candidate will discuss the history of the Maestro Enrico Cecchetti, the Organisation Internationally and the Legacy of Cecchetti.

3 hours will be allocated for this assessment.

Prior to membership being granted to the candidate it will be necessary for the candidate to submit the following items. *RPL will be granted upon sufficient evidence supplied for Anatomy, Childhood Development and Business Studies.*

- a) Submit a copy of their current First Aid certificate
- b) Submit a copy of a Working with Children/Police Check from their state of residence
- c) Complete the end of course assessments for Anatomy and Childhood Development
- d) Submit documentation of how they would market a Ballet School – noting basic business practices they would follow, use of accounting systems, appropriate licenses, parent/students information etc.

If the candidate resides overseas, the First Aid and Police Checks are not required to meet the Australian Accreditation standards, however should the candidate be successful and later progress to Cecchetti Examiner status, it would be necessary to fulfil both of these requirements prior to Examining within Australia. It should also be noted that we would continue to recognise ISTD qualifications in classical ballet.

Assessment Cost: \$1500.00 – payable to the Cecchetti State Branch where the assessment will take place, plus the current year's subscription payable to the National Office. To keep costs to a minimum, this should take place during the main examination session. Should this not be possible, candidate must cover the interstate examiner(s) airfare.

In the event of a Crossing over candidate receiving an unsuccessful result in their examination class, the candidate may retake inside 12 months but must use 1 of the original examiners. If the retake is outside of the original examination by 12 months or more, it is considered a new examination and any 2 suitably qualified examiners may preside over the examination.

Once a candidate has received approval from National Council to 'cross over' they are entitled to pay Pre Registration and are therefore able to enter students for examination whilst studying for their Crossing Over assessment class. 3 year restriction applies and candidates may only enter students up to and including the Intermediate examination.

Upon successfully completing the assessment, teaching restrictions apply as per Associate Diploma qualification.

For further details please contact the National Office for an Application form.

Honorary Membership

The Council may, upon the recommendation of a Branch Committee, admit to Honorary Membership of Cecchetti Ballet Australia Inc., any person who has gained distinction by their teaching, writing, performing, or creative art in the field of dance and who is not a member. Honorary Membership is intended as a mark of the admiration and respect of the members of the Organisation. Honorary Membership do not have the right to vote on Organisational issues.

Lapsed Members

Where a members subscriptions are in arrears for in excess of 2 years they will no longer receive Cecchetti Newsletter Publications – local or international or invites to Conference as Members. A letter will also be sent at this time requesting that the member state their intentions with regard to continued membership.

A member shall be classified as ‘lapsed’ if the membership subscription has not been paid for **three years**. This lapsed member will no longer receive any information or publications and will not be eligible to enter candidates for examinations.

For re-instatement, the lapsed member may apply, in writing, stating details of original membership dates, of Associate examination passed, copies of certificates (etc.) wherever possible, to the National Secretary.

Back payment of lapsed fees is calculated as follows: **AS PER NATIONAL COUNCIL MEETING MINUTES APRIL 2014.**

- Current ACTIVE year subscription and previous ACTIVE years’ subscription.

The Candidate will undertake training (with a senior Cecchetti teacher or examiner) at their own expense:

- The level of this assessment is based on the qualification the candidate held prior to membership lapsing.
- No students are required for this assessment.
- Length of Assessment is 3 hours.

Associate: Teaching Restrictions apply as per Associate Qualification.

Class Content: Grade 1 – Intermediate.

1. The candidate will be asked to demonstrate to the best of their ability any exercises from Grade 1 up to and including Intermediate paying special attention to the Cecchetti port de bras, qualities and principles and Discuss aspects of teaching any exercises from the above syllabus.
2. Following the class the candidate will discuss the history of the Maestro Cecchetti, the organisation internationally, and the legacy of Cecchetti.

Associate Diploma Non Accredited: Teaching Restrictions apply as per Associate Diploma Qualification.

Class Content: Grade 1 – selected Advanced 1 exercises.

1. The candidate will be asked to demonstrate to the best of their ability any exercises from Grade 1 up to and including Intermediate with the addition of the selected exercises from the Adv 1. As per the Associate Diploma Part 2 paying special attention to the Cecchetti port de bras, qualities and principles and Discuss aspects of teaching any exercises from the syllabus.
2. Following the class the candidate will discuss the history of the Maestro Cecchetti, the organisation internationally, and the legacy of Cecchetti.

Licentiate: Teaching Restrictions apply as per Licentiate Qualification.

Class Content: Grade 1 – Advanced 1 Male and Female.

1. The candidate will be asked to demonstrate to the best of their ability any exercises from Grade 1 through to and including Advanced 1 syllabi, both Male and Female paying special attention to the Cecchetti port de bras, qualities and principles and Discuss aspects of teaching any exercises from the syllabus.
2. Following the class the candidate will discuss the history of the Maestro Cecchetti, the organisation internationally, and the legacy of Cecchetti.

Fellowship: Teaching Restrictions apply as per Fellowship Qualification.

Class Content: Grade 1 – Advanced 2 Male and Female with selected Enrico Diploma exercises.

1. The candidate will be asked to demonstrate to the best of their ability any exercises from Grade 1 through to and including Advanced 2 syllabi, both Male and Female and Enrico Diploma exercises as per the Fellowship examination paying special attention to the Cecchetti port de bras, qualities and principles and Discuss aspects of teaching any exercises from the syllabus.
2. Following the class the candidate will discuss the history of the Maestro Cecchetti, the organisation internationally, and the legacy of Cecchetti.

No. of Examiners: 1, cat 3 or above, from interstate

Cost: \$800 paid to State where assessment will take place plus the current year's subscription payable to the National Office

Use of Pianist is mandatory.

When: To keep costs to a minimum, this should take place during the main examination session. Should this not be possible, candidate must cover the interstate examiner(s) airfare.

Syllabus: Please refer to the above specific to the re- enter level. Any exercises from Grade 1, up to, and including Advanced 1 male & female. (for re-instatement at Fellowship level the candidate will be required to demonstrate exercises from Adv. 2 and Enrico Cecchetti Diploma – as required in the Fellowship)

Qualification Result: The same level the teacher was when membership lapsed, Non Accredited.

Must supply: Apply in writing to National Council, stating details of original membership dates, of highest Status examination passed and copies of certificates of all qualification, wherever possible, to the National Secretary.

Should the successful candidate wish to gain the CUA40313 then they may apply for either RPL or to complete the necessary paperwork.

Working With Children / Police Checks

It is a compulsory requirement for **ALL** teachers to hold a police check or Working with Children Check and provide a scan/photocopy to the National Office. All Examiners, Pianists and Ushers employed by Cecchetti National Office and State Offices **MUST** have checks, this applies to all States.

State Use of the Cecchetti Logo

All State Committees must use the National Logo

In the instance where the States are currently using a different logo then they may wait until their currently stocks are depleted.

Use of the Cecchetti Logo by Cecchetti Teachers

Upon application - 5 years basis

Cost - \$100.00 excl. GST as per **October National Council Meeting Minutes 2006**.

Application criteria:

- Current Police Check/Working With Children Check;
- Current First Aid;
- Hold full Cecchetti Registration (Associate Diploma Accredited or Non-Accredited);
- Attendance at a minimum of 3 Professional Development sessions annually;

Use of the logo is strictly upon application, and must be reapplied for every 5 years.

The Logo may be used on printed material & signage. Style guide provided must be strictly adhered to.

Misuse* of the logo will render examination entries being rejected for the period.

*Misuse = logo being used by teachers who do not meet the application criteria, for the purpose of personal/own business fundraising i.e. printed on saleable items