



## **Intermediate Foundation & Intermediate Examinations from January 2012**

### **Frequently Asked Questions for Teachers**

#### ***When will the new Intermediate Foundation & Intermediate syllabi be available for examination?***

The new Intermediate Foundation & Intermediate (IF/I) syllabi will be examined from 1st January 2012. There will be no cross-over period with the current syllabi.

#### ***Where can Intermediate Foundation & Intermediate examinations take place?***

From January 2012 teachers can choose to hold IF/I examinations at their own studio (Approved Examination Centre) where minimum size and examining time requirements are met.

Teachers can also continue to enter IF/I candidates for their examinations at RAD Approved Venues.

#### ***Can I hold Advanced Foundation, Advanced 1 and Advanced 2 examinations at my Approved Examination Centre?***

No, only Graded and IF/I level examinations can take place at an AEC.

Advanced Foundation, Advanced 1 and Advanced 2 candidates will continue to be examined in RAD Approved Venues only.

#### ***Is my Approved Examination Centre (AEC) suitable for holding IF/I examinations?***

The enhanced requirements for holding IF/I examinations at an AEC are as follows:

*The minimum size of the performing space is 100 square metres, although 169 square metres is recommended. If the performing space is rectangular the length of the short walls should be no less than 9 metres.*

*Sizes given exclude the area required for the pianist and Examiner. There should be no obstructions to the Examiner's sightlines (e.g. pillars).*

In addition to the above requirement it is *recommended* that the floor should be sprung and constructed in such a way that it is able to absorb between 55% and 70% of the force of impact of a dancer landing from jumps, additionally It is also *recommended* that the floor should have an industry top standard covering suitable for ballet, including pointe work, produced by companies such as Harlequin®, Tarkett® or equivalent.

For full information regarding the minimum requirements for AECs please refer to the most recent version of *Examinations Information, Rules and Regulations*.

***Is there an additional registration process in order to hold IF/I examinations at my AEC?***

There is no formal registration/approval process in order to hold IF/I examinations at an AEC. Upon signing the entry form, Applicants are agreeing to our terms and conditions of entry as outlined in *Examinations Information, Rules and Regulations*, including those that cover the minimum requirements for AECs.

***Is there a minimum number of examining hours required in order to hold IF/I examinations at my AEC?***

A minimum of 3 examining hours are required to hold examinations at your AEC as part of an AEC session. This can include either a mixture of Graded levels and IF/I examinations, or solely IF/I examinations.

Please note, in countries where 'Special' examination sessions are offered, there is an increased minimum number of examining hours. Please contact your local administrator for further information.

Timings for the new IF/I exams are given below.

***I want to enter IF/I candidates at my AEC – what entry forms should I complete?***

Please enter candidates for examinations at AECs using the following forms:

- ◆ Form AEC1 (2012)
- ◆ Form AEC2 (2012)

***I want to enter IF/I candidates at an RAD Approved Venue (RAV) – what entry forms should I complete?***

Please enter candidates for examinations at RAVs using the following forms:

- ◆ Form RAV1 (2012)
- ◆ Form RAV2 (2012)

***Are Male and Female candidates examined together or separately?***

Male and Female candidates can be examined together in the same set.

**What is the maximum number of candidates in an IF/I examination set?**

There can be a maximum of 4 candidates in one IF/I examination set.

**Should my IF/I candidates wear numbers or colours to identify themselves at Approved Examination Centres?**

Candidates must wear a number on their front and back in order to identify themselves to the Examiner. As is the case in RAVs, numbers should run sequentially throughout the day, starting with 1 for the first candidate of the day. For example:

Set 1 (Intermediate Foundation):

- Candidate 1
- Candidate 2
- Candidate 3
- Candidate 4

Set 2: (Intermediate)

- Candidate 5
- Candidate 6
- Candidate 7...

This is the case regardless of whether the IF/I sets run consecutively (one after the other) or whether they are separated by Graded examination sets.

**What are the examination timings for the new Syllabi?**

	<i>No. of Candidates in set</i>	<i>Timing (minutes)</i>
<i>Intermediate Foundation</i>	1	40
	2	45
	3	60
	4	65
<i>Intermediate</i>	1	45
	2	50
	3	65
	4	70

**Are there any points I should consider when completing my Approved Examination Centre entry forms?**

- ◆ Remember that Male and Female candidates can be examined together in the same set. Therefore, there is no need to schedule smaller sets of either male or female candidates where these can be combined into one set.
- ◆ As a preference, IF/I candidates should be scheduled at the end of the day wherever possible. However, this is a guideline and not an absolute requirement.
- ◆ Candidates of similar heights should be grouped together and where possible each set of candidates should be ordered in ascending height.

- ◆ When calculating your total examining hours please note that the examinations have different timings based on the number of candidates within a set.
- ◆ Candidates should be numbered sequentially throughout the day. Please bear in mind when completing the forms that the order in which you place the candidates on the entry forms will determine the number which each one is assigned and hence the order in which they will be examined on the day of the examination.

***Are the examinations performed to live pianist accompaniment or pre-recorded music?***

The majority of the examination must be accompanied by live pianist accompaniment. The Variations must be performed to pre-recorded CD music.

***What should I be consider when engaging a Pianist at my Approved Examination Centre?***

Any pianist engaged by a teacher to play for exams must be conversant with and competent to play for the exams for which they are engaged, and at Approved Examination Centres it is the teacher's responsibility to ensure this is the case. Therefore any pianist playing for free enchainements needs to be aware of the full range of possibilities in terms of what the examiner may ask for and able to respond appropriately.

***Who can operate the CD for the Variation section of the examination?***

Operation of playback equipment must be undertaken by the pianist. It is not permissible for any other individual to enter the examination room to undertake this role. The Applicant should inform the Pianist of this requirement well in advance of the examination and should ensure the Pianist is familiar with the operation of the playback equipment, the location of the tracks on the CD, and the point in the examination at which each Variation will occur.

***Who is responsible for providing the pre-recorded music and playback equipment at AEC's?***

It is the responsibility of the Applicant to ensure the provision of the pre-recorded Variations and adequate playback equipment for use during the examination. Further guidance on playback equipment for dance studios can be found using the following link: <http://www.rad.org.uk/article.asp?id=389&realCat=393>

***What music can my Pianist play for the Free Enchainement section of the examination?***

Pianists can choose to play a piece of the suggested music that appears at the back of the printed music book or a piece their own choice.

***Do candidates need to continue to show Photographic Identification?***

IF/I candidates being examined at AECs will not need to provide photographic identification when taking the examination. In signing the entry forms the Applicant is agreeing to the terms and conditions of entry including that of ensuring the identity of the candidate taking the examination.

IF/I candidates taking their examination at an RAD Approved Venue will need to continue to show one of the accepted forms of photographic ID when taking their examination.

***My AEC does not meet the minimum requirements to hold IF/I level examinations – can I enter my candidates at another teacher's AEC?***

Yes. Should you find that your own AEC does not meet the minimum requirements but have found another teacher who is willing to offer use of their AEC for your candidate's examinations this is perfectly acceptable. In such instances you should complete a separate set of entry forms for your own candidates in order for all correspondence (including the dispatch of results) to be sent to the Applicant responsible for entering the candidates. As such it should be noted that your candidates will be examined in separate sets.

Please note in circumstances where Applicants join together to provide exams in one location, the primary responsibility lies with the Applicant who normally uses those premises for examinations ('host teacher' / 'guest teacher'). Where neither Applicant uses the premises in this way, primary responsibility must be agreed between the two parties and communicated to the relevant RAD office