

DIRECTORATE MUSIC

CIRCULAR 1/2015



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Dear Music Teacher

In 2014 we achieved and celebrated several milestones: our 140th anniversary, the formal ratification of our graded music examinations as official Short Learning Programmes of the University and the successful accreditation of approximately 1400 music teachers as Unisa music teachers. Our certificates have been redesigned and each certificate is now individually barcoded as a special security precaution. However, these quality assurance measures demand stringent requirements that must be met. Therefore you must please study this Circular carefully to note all the changes applicable in 2015.

Because of the strict quality control and security measures associated with the accreditation of the graded music examinations, a candidate must play and/or write the graded examination registered for. If a different grade than the one registered for is played or written, the examination will be null and void. Please verify upfront that examination registration information has been captured correctly to avoid disappointment later on.

Piano Duets and Two Pianos examinations will no longer be offered until further notice. As an alternative, you can enter your students for the Duo Ensemble examinations. Use the separate Choir/Ensemble registration form provided.

To ensure compliance with the Protection of Personal Information Act 4 of 2013, written consent of the parent/guardian of children under the age of 18 must be obtained to enter minors for a Unisa music examination or assessment. Similarly, students over the age of 18 must also consent in writing to be entered. To facilitate this legal requirement, an extra column has been added to the registration forms which will enable the parent/guardian/student to sign directly on the form. Alternatively, a signed consent notice, of which an example is provided on the registration forms, must be submitted upon registration. With online registration, the consent forms must be emailed to us together with the proof of payment and copy of identity document (if required).

To smooth and speed up the examination registration process, as of 2015 there are separate registration forms for Practical and Theory of Music examinations, with separate due dates. We have allowed a little more time for the registration of Theory of Music examinations which commence after the Practical examinations. The forms are colour-coded: the Practical form is ivory, the Theory of Music form is blue and the Choir/Ensemble form is green. Please check that you use the appropriate form for each discipline.

Because of the current unreliability of the postal services, we will be making use of courier services more often and we encourage you to do the same. For the same reason, we will be relying on email and text messaging communication. Please ensure that we have your preferred street address (for courier deliveries), email address and mobile number on record to speed up communication.

In July 2015 we are hosting the 5th Unisa National Piano Competition, which, for the first time, will include a jazz piano category parallel to the classical category.

We are looking forward to a year of consolidation in 2015. May you too have a blessed and prosperous music teaching year.



ARISA VOGES
DIRECTOR: MUSIC

2 January 2015

SECTION A

CONTACT AND BANKING DETAILS

1. CONTACT DETAILS AND OFFICE HOURS

- 1.1 The offices of the Directorate Music are situated on the 5th level, OR Tambo Administration Building, Unisa Main Campus, Muckleneuk Ridge, Pretoria. The offices are open Monday to Friday from 07h45 to 15h00 for music examination registration and enquiries.
- 1.2 All written enquiries in connection with music examinations and related matters should be addressed to: The Director, Directorate Music, PO Box 392, UNISA, 0003.
- 1.3 Our web address is www.unisa.ac.za/music
- 1.4 Further specific enquiries may be directed to the following personnel:

TYPE OF ENQUIRY	TEL NO	EMAIL	CONTACT PERSON
Administration Entry forms, circulars, invigilators, music examination centres, examination results, certificates, transfers, changes in address, changes in music teachers, incorrect spelling of students' names and refunds.	012 429 2804 012 429 2800 012 429 2656	ranthmp@unisa.ac.za modistk@unisa.ac.za liebecl@unisa.ac.za	Ms Patricia Rantho Ms Thalitha Modiselle Ms Colleen Liebenberg
Logistics Special requests and dates regarding Practical music examinations. Music examiners.	012 429 2583	isaaccl@unisa.ac.za	Mrs Collette Isaacs
Professional Syllabi, teacher endorsement accreditation, alternative pieces and all other professional matters. <i>Musicus</i>	012 429 2382 012 429 2913	naidoom@unisa.ac.za shortme@unisa.ac.za	Deputy Director (Professional) Dr Mageshen Naidoo Ms Madeleine Short Secretary
Theory of Music Requirements and exemptions.	012 429 2615	adamssa@unisa.ac.za	Subject Specialist Mr Sean Adams
General Music Scholarship Competitions and other enquiries not mentioned above.	012 429 2744 012 429 2535	vogessm@unisa.ac.za hey mav@unisa.ac.za	Director Ms Arisa Voges Ms Verona Heymans Secretary
Unisa Press - Mail orders and music publications. - <i>Musicus</i> orders	012 429 3515 012 429 2953	morodjm@unisa.ac.za mokgojk@unisa.ac.za	Mr Johannes Morodi Ms Julia Mokgohloa

2. UNISA BANKING INFORMATION

Unisa's bank details are as follows:

Bank:	Standard Bank of South Africa
Account holder:	University of South Africa – Income
Account no:	01 155 4622
Branch code:	010645
Swift code:	SBZAZAJJ (for international deposits)
Reference:	See par 9.2, page 8

3. COMMUNICATION

3.1 To ensure a speedy response, always include your email address and cell phone number when making an enquiry.

3.2 When you register students, please indicate your preferred street address for courier deliveries of results and certificates.



SECTION B EXAMINATION REGISTRATION AND ADMINISTRATION

1. EXAMINATION ENTRY FEES: 2015

THEORY OF MUSIC		PRACTICAL		
			GRADED EXAMINATIONS	PLAs*
Pregrade 1	R165	Pregrade 1	R 345	R175
Grade 1	R210	Grade 1	R 360	R185
Grade 2	R240	Grade 2	R 375	R210
Grade 3	R270	Grade 3 & Choir/Ensemble: Elementary	R 425	R260
Grade 4	R310	Grade 4	R 480	R310
Grade 5	R360	Grade 5	R 535	R335
Grade 6	¹ R415	Grade 6 & Choir/Ensemble: Intermediate	R 610	R380
Grade 7	¹ R480	Grade 7	R 725	R470
Grade 8	¹ R550	Grade 8 & Choir/Ensemble: Advanced Performer's Assessment	R 865	R490
				R1130


* PLAs = Performance Level Assessments

2. OTHER FEES

2.1	Retrieval of old records prior to 1988	R150.00
2.2	Retrieval of old records passed in 1988 or later	R100.00
2.3	Late registration fee (per registration form)	R160.00
	Plus additional fee per student	R 15.00
2.4	Amendments to entries	R 60.00
2.5	Transfers	
2.5.1	Transfer fee per student	R180.00
2.5.2	Transfer fee on medical grounds (medical certificate must be submitted)	R180.00
2.6	Remarking of scripts	50% of entry fee
2.7	Issuing of report of marks per script	R90.00
2.8	Issuing of examiner's report	Full entry fee
2.9	Copy of an examination script	R55.00

¹ Students who wish to enter for one paper only or have already passed one of the papers only pay 50% of the registration fees.


3. ISSUING OF ACADEMIC RECORD AND DECLARATION

- 3.1 Duplicate certificates may not be printed. Only a declaration and a copy of the academic record may be issued.
- 3.2 Records prior to 1988 must be manually researched in the archives, hence the associated cost of R150. Records from 1988 or later can be retrieved from the database at a cost of R100. Payments must be made prior to the search and is non-refundable.
-  3.3 Proof of payment must be accompanied by Form E (see p33) and a certified copy of the identity document and marriage certificate (if applicable).

4. TEACHER ACCREDITATION

- 4.1 In line with University quality assurance requirements, all teachers entering students for Unisa Music Examinations must be accredited as Unisa music teachers.
 - 4.1.1 Students entering Unisa music examinations must study with an accredited Unisa music teacher.
 - 4.1.2. Teachers who have not applied for accreditation must complete the teacher accreditation application process before registering students.
 - 4.1.3 Teacher accreditation is complete upon your receipt of a letter of confirmation from the Directorate Music. Please do not attempt student registration before your letter of confirmation is received. Student registrations will not be processed and fees will not be refunded if unaccredited teachers attempt to register students.
 - 4.1.4 The 2015 request for Teacher Accreditation applies only to those teachers who have not yet been accredited. Teachers do not need to re-apply for accreditation if they have already been accredited.
- 4.2 Teachers who wish to apply for accreditation must complete Form A (see p29) and attach the following documents:
 - 4.2.1 CV (especially detailing music qualifications and music teaching experience)
 - 4.2.2 certified copy of highest music qualification obtained
 - 4.2.3 certified copy of ID
 - 4.2.4 certified copy of marriage certificate/official supporting documents (if the last names differ on qualifications and ID documents).
 - 4.2.5 All teachers who have graded music examination qualifications must attach a certified copy of their matric certificate to the application.
- 4.3 No faxed or email copies of documents will be accepted.
- 4.4 Applications for teacher accreditation will be processed on an on-going basis, however:
 - 4.4.1 For teachers who wish to enter students for the first session 2015, the teacher accreditation application must be received **no later than 30 January 2015**. Applications for teacher accreditation received after 30 January 2015 will be processed for the 2015 second session registration.
 - 4.4.2 For teachers who wish to enter students for the second session 2015, the teacher accreditation application must be received **no later than 24 March 2015**.
 - 4.4.3 It is advisable to use a tracking number to track the delivery of your documents.
 - 4.4.4 Applications for teacher accreditation received after 24 March 2015 will be processed after the 2015 second session registration for 2016 registration.

5. THE PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013

-  5.1 To ensure compliance with the Protection of Personal Information Act 4 of 2013, which applies to the processing of personal information of third parties, personal information collected on the registration forms will be processed by the University solely for purposes pertaining to the registration, teaching and assessment of Unisa music examination students.
- 5.2 Written consent of the parent/guardian of children under the age of 18 must be obtained to enter minors for a Unisa music examination. The parent/guardian must consent to the processing of the

personal data and information of these said minors for purposes pertaining to their registration as music examination students with Unisa.

- 5.3 Similarly, students over the age of 18 must consent to be entered for a Unisa music examination. They must also consent to the processing of their personal information for Unisa music examination registration purposes.
- 5.4 This written consent may be indicated either by signing the appropriate column on the front of the registration form or by attaching a completed, signed consent form (an example is provided on the registration form).
- 5.5 No student will be registered without signed consent.

6. CLOSING DATES FOR ENTRIES: 2015

- 6.1 There are separate closing dates for Practical and Theory of Music registrations:

	PRACTICAL	THEORY OF MUSIC
First session	6 March 2015	20 March 2015
Second session	5 May 2015	19 May 2015

- 6.2 **Late entries** will be accepted up to two weeks after the closing dates on receipt of a **late registration fee of R160 per teacher entry form plus R15 per student**. Thereafter **no** late entries will be accepted.

7. REGISTRATION

- 7.1 For manual entries, the official registration forms, available in hard copy and on the website, must be used. There are separate entry forms for Practical examinations (ivory), Theory of Music (blue) and Choirs/Ensembles (green). Supplementary documentation such as proof of payment, written consent by parents/guardians/students and copies of birth certificates must be attached to the registration form.
- 7.2 Online registration is the preferred method of registration. Go to our website at www.unisa.ac.za/music and click on the link to the Online Registrations to register online. Supplementary documentation must be emailed to ranthmp@unisa.ac.za.
- 7.3 Only accredited teachers may register students for music examinations. Online registration access for teachers who are not yet accredited is blocked.





8. COMPLETION OF EXAMINATION ENTRY FORMS AND SUBMISSION OF DOCUMENTS

- 8.1 Handwriting must be clearly legible. Forms must be completed in full.
- 8.2 Students must be entered alphabetically by surname.
- 8.3 The examination registration numbers of **existing** students must be indicated.
- 8.4 The date of birth of **new** registrations must be filled in and the birth certificate or identity document attached.
- 8.5 Check that the order and spelling of names is correct as indicated on the birth certificate and/or ID. That is how the student's name will appear on the examination certificate.
- 8.6 If a student is entered for two or more examinations, the information must be completed as such:

	SUBJECT CODE	CENTRE CODE
Botha, Megan	KL1-8	352-2
Botha, Megan	VL1-C	352-2


- 8.7 Examination and Centre Codes, as indicated in the *2015 Code Book*, must be added.
- 8.8 The student's preferred language medium (English/Afrikaans) must be indicated so that the Practical examinations report form can be printed in that language.

- 8.9 Students with disabilities must be clearly identified on the registration form in order for their special needs to be met. A medical certificate and report must be attached to support recommendations.
- 8.10 A copy of the deposit slip as proof of payment must be attached to the application form.
-  8.11 The consent column must be signed by the parent/guardian, or the written consent must be attached to the registration form.
- 8.12 Amendments to entries may be made up to two weeks after the closing dates at a levy of R60,00 per amendment. (Amendments regarding personal particulars are not affected by this.)
- 8.13 Students who wish to enter for the Practical examinations from Grade 4 upwards must already have passed the required Theory of Music examination. If not, they will have to pass this examination not later than 2016.
- 8.14 **Organ, percussion, choir conductors and large ensembles/choirs** must enter the **complete physical address** of the examination venue (**name and address of the church, hall, etc**) on the entry form.
- 8.15 Entries from private schools must please be **clearly marked** in order to facilitate the planning of the Practical examination dates.
- 8.16 Please provide your e-mail address and mobile telephone number to facilitate speedy communication as well as your preferred street address for courier deliveries.
- 8.17 Always inform the Directorate Music of changes in your contact information to ensure that you receive all the important communiqués.
-  8.18 Do not assume we have received your registration if sent by mail. Always check afterwards whether we have received your entry form. Rather use registered mail or a courier service where a tracking number is provided.

9. METHOD OF PAYMENT

- 9.1 The only method of payment accepted is electronic transfer. **Attach the proof of payment to the registration form. Do not mail or fax it separately when doing a manual registration.**
- 9.2 As reference, use the teacher's Unisa registration number **as well as** the first 6 digits of the student's identity number for **individual registrations**. For **group** registrations use the teacher's registration number only.
- 9.3 For **group registrations**, a list of names of those students whose examination entries are covered by the single transfer, must be attached to the proof of payment.
- 9.4 Teachers who do not yet have a registration number must use their identity number as reference.
- 9.5 When registering students online, proof of payment, consent forms and copies of birth certificates must be emailed to ranthmp@unisa.ac.za. The online music registration system does not allow attachments to be embedded. **Registration will not continue if the supplementary documentation has not been received.**

10. ACKNOWLEDGEMENT OF REGISTRATION

- 10.1 You will be notified in writing as soon as your registration has been processed.
- 10.2 If you have not received such a notification by 11 April 2015 (first session) or by 6 July 2015 (second session) please inform us immediately by **phone** 012 429 2804/2656, **fax** 012 429 3644 or **e-mail**: ranthmp@unisa.ac.za.
- 10.3 Please verify that all your examination registration information has been captured correctly and immediately report registration errors and corrections to Mrs Rantho (ranthmp@unisa.ac.za) in writing.
- 10.4 A R60 fee is payable when registration information needs to be amended. All changes must be reported to Mrs Rantho (ranthmp@unisa.ac.za).
-  10.5 No amendments may be made to entries at the examination venue. If a student plays/writes a different grade of examination than the one entered for, the written examination will be cancelled and the Practical examination will be downgraded to an Evaluation.

11. PERSONAL INFORMATION AMENDMENTS

Amendments to personal information (e.g. when a student changes to another teacher) must be reported in writing as soon as possible to ensure that the University records are updated.

12. EXAMINATION ENTRIES THROUGH THE UNISA MUSIC FOUNDATION

Applications for financial assistance with music examination entries must reach Mrs Linda Petrick (petril@unisa.ac.za) at the Unisa Music Foundation by the following dates:

Practical examination entries	First session	20 February 2015
	Second session	25 April 2015
Theory of Music examination entries	First session	6 March 2015
	Second session	5 May 2015

13. EXAMINATION DATES: 2015

13.1 THEORY OF MUSIC

JUNE 2015		
DATE	CODE	SUBJECT DESCRIPTION
Wednesday 3 June 14:00	T10-8 T61-K	Theory of Music Grade 1 Theory of Music Grade 6, paper 1
Thursday 4 June 14:00	TV1-S T20-A T40-E	Theory of Music Pregrade 1 Theory of Music Grade 2 Theory of Music Grade 4
Friday 5 June 14:00	T30-C T50-G T62-L	Theory of Music Grade 3 Theory of Music Grade 5 Theory of Music Grade 6, paper 2
OCTOBER 2015		
Monday 12 October 14:00	T61-K T71-M* T81-P*	Theory of Music Grade 6, paper 1 Theory of Music Grade 7, paper 1 Theory of Music Grade 8, paper 1
Tuesday 13 October 14:00	T30-C T50-G	Theory of Music Grade 3 Theory of Music Grade 5
Wednesday 14 October 14:00	T40-E T62-L T72-N* T82-Q*	Theory of Music Grade 4 Theory of Music Grade 6, paper 2 Theory of Music Grade 7, paper 2 Theory of Music Grade 8, paper 2
Thursday 15 October 14:00	T10-8	Theory of Music Grade 1
Friday 16 October 14:00	TV1-S T20-A	Theory of Music Pregrade 1 Theory of Music Grade 2

* Second session only.

13.2 PRACTICAL EXAMINATIONS

13.2.1 **For the first session:** All centres – any date from **20 April until early June 2015**.

For the second session: All centres – any date from **3 August until early October 2015**.

13.2.2 The examination dates for the individual centres will be available on our website (www.unisa.ac.za/music) by **27 March 2015** (first session) and **26 June 2015** (second session). An SMS notification will be sent to all teachers.

13.2.3 Unisa will notify teachers in writing by 3 April 2015 (first session) and 3 July 2015 (second session) of the dates at their centres.

13.2.4 Please refrain from enquiring about the identity of examiners per centre as this information is confidential.

14. TRANSFERS

14.1 GENERAL

- NEW!**
- 14.1.1 Transfer requests will only be processed if Form D (see p32), accompanied by proof of payment of the R180 transfer fee, is submitted.
 - 14.1.2 Entries may not be transferred to the following year.
 - 14.1.3 Unisa reserves the right to approve or refuse a transfer application.
 - 14.1.4 Do not proceed with arrangements until you have received written notification from the University.

14.2 THEORY OF MUSIC EXAMINATIONS

- 14.2.1 Requests for changing a Theory of Music examination centre must be done **in writing** (use Form D) **and reach the University at least 21 working days prior to the written examination**. Send the request to Ms Patricia Rantho at ranthmp@unisa.ac.za.
- 14.2.2 Teachers are requested to ascertain **well in advance** whether or not the dates for the written examinations (see par 13, p9) clash with any educational activity or sport tours organised by schools. Students' centres must then be changed accordingly at registration or a transfer fee will be payable.
- 14.2.3 The transfer fee of R180 includes all the papers per grade.
- 14.2.4 If the question papers have already been despatched, the student is liable for the courier costs to the new centre.
- 14.2.5 **Unisa Theory of Music examinations are coordinated on a national basis. No request to write the Theory of Music examinations on any date or time other than those stipulated in the timetable (see par 13, p9), will be considered and NO correspondence in this regard will be entered into.**
- 14.2.6 **NEW!** If there are fewer than 4 registered Theory of Music students per centre, the students will be transferred at no cost to the nearest open centre. Alternatively, first session students may be transferred to the second session.

14.3 PRACTICAL MUSIC EXAMINATIONS

- 14.3.1 Complete Form D (see p32) and email it to Mrs Collette Isaacs at isaaccl@unisa.ac.za.
- 14.3.2 Transfers may be requested up to 20 March 2015 (first session) and 15 June 2015 (second session) without being liable for a transfer fee. Thereafter the transfer fee of R180 is payable.
- 14.3.3 **Transfers may under no circumstances be negotiated with invigilators.**
- 14.3.4 Transfers will only be considered **after 10 April 2015** (first session) and **31 July 2015** (second session) provided that:
 - **Written proof of a valid reason** (such as **relocation, serious illness or death** of a close relative) be given.
 - The fact that a student **is not fully prepared for the examination** will under **no circumstances** be accepted as a reason for transfer.
 - First session students may be transferred to the second examination session of the same year.
 - Students registered for the second session may transfer to another centre only.
- 14.3.5 Transfers will only be processed if sufficient examination time is available at the requested centre.
- 14.3.6 Should a student requesting a transfer also change teacher, **full particulars** of the **"new"** teacher must be indicated. These particulars include **full names, identity number, address, e-mail and telephone number(s)**. (See Form D for more information.)

15. CANCELLATIONS AND CANCELLATION FEES

- 15.1 Students who are not ready to perform a Practical examination are encouraged to complete an Evaluation rather than to withdraw or cancel (see par 7.3, page 18).

15.2 **All cancellations and withdrawals of students from Practical and Theory of Music examinations must be done in writing** and addressed to: The Director, Directorate Music, PO Box 392, UNISA, 0003 (fax: 012 429 3644/e-mail: heymav@unisa.ac.za). The name and examination number of the student, the name and registration number of the teacher and the centre must be stated clearly.

15.3 All cancellation fees are refunded by electronic transfer. The banking details of the beneficiary must be communicated clearly in writing.

15.4 No fees will be refunded for last-minute cancellations reported to the invigilator.

15.5 Students will forfeit the following percentage of fees paid if they cancel their entries by the stipulated dates:

15.5.1 **Non-medical cancellations - Practical**

First Session

25% on or before 20 March

50% 21 March to 15 April

100% after 15 April

Second Session

on or before 31 May

1 to 30 June

after 30 June

15.5.2 **Non-medical cancellations – Theory of Music**

First Session

25% on or before 20 March

50% 21 March to 30 April

100% after 30 April

Second Session

on or before 31 May

1 June to 30 August

after 20 August

15.5 **CANCELLATION ON MEDICAL GROUNDS (ALL GRADES AND LEVELS)**

If a student is unable to attend an examination/assessment on medical grounds, he/she will be entitled to a refund of 50% of fees paid, subject to the submission of a valid medical certificate to the Directorate Music **within 30 days of the date of the examination.**

16. USE OF LANGUAGE

16.1 English is the official language of the University, therefore official documentation is available in English only.

16.2 Where requested by the student/teacher, Practical examination report forms will be printed in Afrikaans, and Technical Work and Practical Musicianship will be asked in Afrikaans. However, the examiner may write the commentary in English.

16.3 Theory of Music question papers are printed in Afrikaans and English. Students may answer in either language.

16.4 Jazz examinations will be conducted in English only.

16.5 Unisa music examination certificates are printed in English only.

17. RESULTS

17.1 **ESTIMATED DATES FOR RELEASE OF RESULTS**

Theory of Music First session 6 July 2015

Second session 4 December 2015

Practical As soon as all the results of a teacher have been received and processed **in full.**

17.2 **RELEASE OF RESULTS**

17.2.1 **After** the release date, the examination results will be available on the **internet** at www.unisa.ac.za/music.

17.2.2 **No results will be given over the telephone, by e-mail, fax or personal solicitation.**

17.2.3 Results will **be mailed** to the teachers responsible for entering the student(s). **It is their duty to distribute the results to their students.**

17.2.4 **Results and certificates sent by ordinary and registered mail but not collected from the post office, are returned to Unisa. They will only be reposted upon request.** Always inform the Directorate Music of changes to personal contact information to prevent delayed delivery.

17.3 CORRESPONDENCE REGARDING PRACTICAL EXAMINATION RESULTS

The marks/symbols allocated by the examiner are final and no correspondence about the marks/symbols and/or commentary will be entered into.

17.4 CORRESPONDENCE REGARDING THEORY OF MUSIC RESULTS

17.4.1 Re-marking of scripts

The scripts of students can be remarked upon payment of a fee equivalent to 50% of the entry fee for the examination in question. This fee is not refundable. **The result of the remark will be honoured as the final result even if it is lower than the original mark.**

17.4.2 Issuing of report of marks

A report indicating the marks obtained by a student for individual questions in the written examination may be issued on payment of R90 per report.

17.4.3 Issuing of an examiner's report

An examiner's report on a student's Theory of Music examination may be requested at a fee equal to the full entry fee for the examination in question. A breakdown of marks in the paper and comments, where applicable, will be given.

17.4.4 Request for a copy of an examination script

A copy of an examination script may be requested. The fee payable is R55 per application.

17.4.5 Deadlines

In all cases referred to in 17.4.1, 17.4.2 and 17.4.3, the application, together with proof of payment of the prescribed fee, should reach the University by 24 July 2015 (for the **first session**) and 15 January 2016 (for the **second session**). After these dates the examination scripts are destroyed.

17.5 ISSUING OF CERTIFICATES

17.5.1 If a student registers for and passes a Practical grade and required Theory of Music examination in the same year, the certificate is issued automatically upon successful completion of both.

17.5.2 If a student only meets the Theory of Music requirement by the end of the following year, the computer programme does not pick up the result automatically. The result must be reported to Mrs Rantho (ranthmp@unisa.ac.za) in order for the certificate to be issued.

17.5.3 **If a student does not meet the Theory of Music requirement by the end of the following year, the student must re-enter for the Practical examination and play again.**

17.5.4 The second session's Theory of Music certificates will only be issued in January of the following year, because too many certificates are returned during the school holidays.

17.5.5 Certificates will be distributed via registered mail or courier. Please ensure that we have the correct street address and telephone numbers.



SECTION C

PRACTICAL EXAMINATIONS

1. EXAMINATION DATES AND TIMES

1.1 Practical examinations are held on Mondays to Saturdays from 08:30 to 17:00.

1.2 Examinations may be conducted on a public holiday (except for religious holidays) where necessary.

1.3 Special requests regarding Practical examination dates must accompany the registration form.

1.4 Granting of special requests will be subject to the availability of the examiner and examination venue, therefore not all requests will be accommodated.



1.5 Students who, for religious reasons, are unable to take an examination on a Friday afternoon, Saturday or on Jewish holidays, must indicate this clearly upon registration.

1.6 Examinations may also be conducted during the school holidays.

1.7 Entries from private schools must be indicated clearly in order to facilitate the planning of the Practical examination dates.

- 1.8 When examination timetables have been compiled and arrangements finalised, alterations to the examination dates set for a particular centre will not be considered.
- 1.9 Due to circumstances beyond the control of the University (such as the availability of examiners and venues), individual examination centres might not operate at the same time each year. Although examinations may have been held late at a particular centre one year, they could be held there quite early the following year.

2. EXAMINATION VENUES


-  2.1 Practical music examinations will only be arranged at centres where at least 15 students have registered or where a minimum of 6.5 hours' examining is required.
- 2.2 If suitable arrangements cannot be made at a particular centre, the students concerned will be informed well in advance. They will then be required to sit for their examinations at the closest approved centre.
- 2.3 Objection to the expense involved in travelling to and from an examination centre will not be accepted for the granting of a special centre.
- 2.4 Where a Practical centre with fewer than 15 students remains open, Unisa will not take care of costs related to the tuning of the piano or venue hire. These are for the students' own account.
- 2.5 The University appoints an invigilator as its representative at each centre to make all the local arrangements, which include finding a suitable venue for the examinations, arranging for the tuning of the piano, etc. All students must be examined at the venue arranged for this purpose.
- 2.6 Students entered for examinations from Pregrade 1 to Grade 7 are not entitled to practise on the piano prior to the actual examinations. Grade 8 students will be allowed to practise at the venue if logistically feasible. Arrangements in this regard should be made with the invigilator.
-  2.7 Jazz examinations and assessments will be offered in the following main centres only: Pretoria, Johannesburg, Bloemfontein, Parow, Port Elizabeth and Durban.
- 2.8 The Performer's Assessment is offered at all the existing Practical examination centres.

3. EXAMINATION PROCEDURES


3.1 REPORTING TIME

All students must report to the invigilator at the examination centre **30 minutes before the allocated examination time and be ready to play/sing 15 minutes before the allocated time.**

3.2 EXAMINATION ETIQUETTE

-  3.2.1 Cell phones and tablets must be switched off and out of sight during an examination.
- 3.2.2 Teachers are kindly requested to educate their students regarding examination etiquette. The peaceful examination environment is sometimes disturbed by students, accompanists and teachers who want to make unnecessary conversation and this disrupts the examination flow.
- 3.2.3 Restrict the number of chaperones to two people to prevent crowding and noise in the waiting rooms.

3.3 ACCOMPANIMENT

- 3.3.1 All pieces requiring piano accompaniment must be performed accompanied.
-  3.3.2 If a recital is performed without the required piano accompaniment, the examination will be downgraded to an Evaluation.
- 3.3.3 Candidates must provide competent accompanists for their recital. Poor ensemble may result in the penalisation of the candidate.
- 3.3.4 Accompanists may be present in the examination room only while actually accompanying.
- 3.3.5 For accompaniment purposes, **the use of the Booth harpsichord in the Dr Miriam Makeba Concert Hall will be restricted to Grade 8 students in Pretoria.** The tuning costs will be for the student's own account.

3.4 PAGE TURNERS

3.4.1 Up to and including Grade 7, neither the student nor the accompanist may make use of a page turner.

3.4.2 **Grade 8 students and accompanists** may make use of a page turner **without prior permission of the University**. This person may **not** be the student's teacher or the examiner.

3.5 MUSIC STANDS AND FOOTRESTS

Students must supply their **own music stands, footrests and other instrumental accessories** in the examination room.

4. EXAMINERS

4.1 SPECIALISTS

Only in the case of jazz examinations and assessments will the examiner be a specialist. **In all other cases**, the Practical examinations will be conducted by the examiner appointed to visit the centre.

4.2 PRESENCE OF ANOTHER EXAMINER

A second examiner may be present at a Practical examination for training or quality control purposes.

4.3 USE OF TABLETS AND LAPTOPS IN EXAMINATION ROOM

Examiners will be using tablets and laptops in the examination room to refer to regulations and syllabi, and to make notes.

5. EXAMINATION REQUIREMENTS

5.1 SYLLABI

Only the new 2012 instrumental syllabi, available on the website www.unisa.ac.za/music may be used in Unisa music examinations. **Please consult the website regularly for updates of the current syllabi to ensure that you have all the correct information. Each syllabus is dated for ease of reference.** The syllabi are not printed or distributed by mail.

5.2 INCORRECT REPERTOIRE

The following pieces will not be allocated a mark in Practical examinations:

5.2.1 pieces that are not part of the prescribed syllabus

5.2.2 pieces that are not approved as alternative works (A certificate for an approved alternative work must be produced in the examination.) (See par 5.7 below for more information.)

5.2.3 pieces chosen from the wrong list.

5.3 MARK ALLOCATION

Marks or symbols allocated by the examiners are final. No correspondence will be entered into regarding the outcome of an assessment or examination.

5.4 REPEATS

Repeats [II: :II] need not be played, but ***DC al Fine* must be played.**

5.5 ARTICULATION

Teachers are encouraged to utilise suitable articulation and ornamentation in Baroque and Classical pieces. When articulation is changed, the examiner must be presented with the edited copy for reference.

5.6 MEMORISATION

Except for the technical work, there are no memorisation requirements for Grade Examinations, Performance Level Assessments or Evaluations.



5.7 ALTERNATIVE WORKS

5.7.1 PREGRADE 1 – GRADE 8

Except in the case of piano examinations Pregrade 1 to Grade 7, students may suggest an alternative work if they are unable to obtain the prescribed works in time. Grade 8 students may apply to perform one alternative work.

5.7.2 Only one alternative work per examination will be considered, provided that the requirements listed below are complied with.

5.7.3 **All applications for alternative works must be enclosed with the examination registration form.** Please use application Form C (see p31).

5.7.4 **No applications to perform alternative pieces will be processed after 1 August because the professional staff will be on examination tours.**

5.7.5 The University of South Africa reserves the right to refuse permission for works which do not meet the criteria stipulated in the instrumental syllabi.

5.7.6 Alternative Jazz piece for List C

Students may perform a through-composed piece from the new Jazz syllabi for the same instrument and corresponding grade as an approved alternative piece to the prescribed List C piece of the current Western Art Music syllabi. For more information contact Dr Naidoo (naidoom@unisa.ac.za).

5.8 USE OF PHOTOCOPIES IN THE PRACTICAL EXAMINATIONS

5.8.1 It is a requirement of the University that students must perform from the original music. If photocopies are used, the examination will be downgraded to an Evaluation. The student will neither receive a mark nor a certificate.

5.8.2 With the exception of Piano Pregrade 1 to Grade 7, a copy of the sheet music must be given to the examiner at each Practical examination. These copies will be destroyed afterwards.

5.8.3 **Students making use of the optional List E piece as a third piece in a piano examination or assessment must provide the examiner with a copy of the piece.** Examiners do not have copies of the repertoire in optional lists.

5.8.4 If a student plays repertoire selected from one of the new instrumental albums (for guitar, violin, flute and soprano recorder) published by Unisa in 2014, they do not have to give a copy of the sheet music to the examiner.

5.8.5 Where necessary, one or two pages of a book may be photocopied to facilitate page-turning.

5.8.6 Music downloaded from internet websites may be used. **The source must be indicated.**

5.9 STUDENTS WITH DISABILITIES

The student must complete every section of the Practical examination, including sight-reading and Practical Musicianship. Alternatively, the student could complete an Evaluation.

5.10 TECHNICAL WORK

All technical components (scales, broken chords, arpeggios, triads/chords, cadences and technical exercises) for all instruments and singing must be played/sung from memory. This does not apply to **Organ Hymn Playing/Pedal Exercises and Singing Folksong/Recitative.**

5.11 SIGHT-READING AND SIGHT-SINGING

5.11.1 Sight-reading and sight-singing will be **unaccompanied.**

5.11.2 Sight-reading tests for blind students

Students are required to study a passage in Braille directly before the Practical examination and to perform it from memory. They are allowed to use the instrument concerned. The set study times allowed are:



Pregrade 1	10 minutes
Grade 1	15 minutes
Grades 2, 3 and 4	25 minutes
Grades 5 to 8	30 minutes

5.12 PRACTICAL MUSICIANSHIP

5.12.1 Changes to the 2011 Practical Musicianship syllabus

Changes were made to the new Practical Musicianship syllabus and were introduced in the 2011 examinations. Refer to the Practical Musicianship syllabus available online at www.unisa.ac.za/music for more detailed information.

5.12.2 Practical Musicianship for organ students

Practical Musicianship for organ students may be played on the **piano if one is available** in the examination room.

5.12.3 Practical Musicianship Exercise 1/2

“Beat time” must not be confused with “clap the rhythm”. The student must beat the time the same way that a conductor conducts, with the following hand movement:



5.12.4 Practical Musicianship tests for blind students

Students will be provided with music in Braille for the following tests:

Grade 1 exercise 5	detection of inaccuracy regarding dynamics and articulation
Grade 3 exercise 5	detection of rhythmic inaccuracies
Grade 4 exercise 6	detection of rhythmic or pitch inaccuracies
Grade 5 exercise 7	detection of rhythmic and pitch inaccuracies
Grade 6 exercise 2	sight-singing
Grade 7 exercise 1	visualisation
Grade 7 exercise 2	sight-singing
Grade 8 exercise 1	sight-singing

If students choose the dictation (instead of sight-singing) option in Grade 6, 7 and 8, they will have the choice of doing the dictation exercise either orally or by writing the answers in Braille and then reading them aloud to the examiner. Students must supply their own Braille machine and Braille paper in the examination room if they choose this option.

All Practical Musicianship tests for blind students will be part of the actual examination session and students will be permitted sufficient time for preparation.

5.12.5 Practical Musicianship for the hearing impaired

A medical certificate and report with recommendations must be submitted upon registration to enable Unisa to address the student's special needs.

6. NOTIFICATIONS FOR SPECIFIC INSTRUMENTS

6.1 PIANO

6.1.1 Piano albums

The current 2008 piano albums may be used for repertoire only. Choose one work from List A, one from List B and one from List C/D/E. The piano technical work has been revised, therefore only the online 2012 Piano Syllabus applies. Please refer to the online 2012 Piano Syllabus at www.unisa.ac.za/music.

6.1.2 **Piano errata**

Refer to the Piano Syllabus on the website for detailed information about errata in the 2008 Piano Examination Albums.

6.1.3 **Jazz Piano alternative**

Grade 1 to 5 students may present a through-composed work from a corresponding grade of the Jazz Piano Syllabus as an approved alternative piece for List C/D.

6.1.4 **Piano Duets and Two Pianos**

Registrations for Piano Duet and Two Pianos examinations are temporarily suspended until further notice. Teachers and students will be informed when registration for those examinations re-open. Candidates may, however, still enter for a Duo Ensemble examination. Use the Choir/Ensemble Form for registration.

6.1.5 **New Piano Syllabus in 2016**

A new Piano Syllabus will be introduced in 2016. The 2012 and the new 2016 syllabi will run concurrently for one year and candidates may present either the 2012 or 2016 syllabus for examination. Candidates must choose to present only one syllabus during this transition year and may not mix the content of the two syllabi.

6.2 **JAZZ AND ELECTRONIC KEYBOARD**

6.2.1 The current Unisa Theory of Music syllabus (Western Art) applies to all graded Jazz Practical examinations up to Grade 7. Jazz Practical Grade 8 students need to complete the specific Unisa Jazz Theory Grade 6 syllabus. The current Practical Musicianship syllabus (Western Art) applies up to Grade 5 Practical only. Jazz Practical Grades 6, 7 and 8 students will be tested on the specific Unisa Jazz Grade 6, 7 and 8 Jazz Practical Musicianship. Please visit our website for more information: www.unisa.ac.za/music.

6.2.2 **Jazz and Electronic Keyboard examinations and PLAs are offered in the following main centres only: Pretoria, Johannesburg, Bloemfontein, Parow, Port Elizabeth and Durban.**

6.2.3 **These examinations and assessments are conducted by specialist examiners in English only.**

6.2.4 The Jazz Piano and Electronic Keyboard albums are available from Unisa Press. See the *2015 Order Form* for more information.

6.2.5 Jazz Ensemble examinations are also offered.

6.3 **ORGAN**

Practical organ examination students **from Grade 7 or higher** may make use of an assistant *cum* page turner but such a person may not be the student's teacher or the examiner.

6.4 **CLARINET IN C (GRADES 1, 2 AND 3)**

Grades 1 to 3 clarinet examinations may be played on the clarinet in C. Technical work and repertoire requirements are the same as in the present Clarinet Syllabus. The only change will be that the accompaniment must be transposed a full tone higher.

7. **OTHER EXAMINATION/ASSESSMENT OPTIONS**

7.1 **ENSEMBLE EXAMINATIONS**

7.1.1 **Ensemble examination entries must be completed on the separate Choir/Ensemble entry form.**

7.1.2 **The scores or lead sheets of the pieces to be performed must be submitted upon registration for approval.**




7.1.3 **The accompanist is part of the ensemble, will be assessed accordingly, and must be included in the number of players.**

7.1.4 The Ensemble syllabus (including Jazz) is available online.

7.2 PERFORMANCE LEVEL ASSESSMENTS

- 7.2.1 Performance Level Assessments are a parallel music assessment system where only three (Performance Prelevel 1 to Level 8) or four (Performer's Assessment) pieces need to be presented. No technical work, Practical Musicianship or Theory of Music requirements need to be met.
- 7.2.2 A single overall symbol with commentary will be used for grading of a particular Performance Level Assessment. A statement (not a certificate) will be issued upon completion.
- 7.2.3 Students will be allowed to enter at any level for the Performance Level Assessments.
- 7.2.4 Use the same registration form as for the Practical music examinations.
- 7.2.5 The first three characters of the codes for PLAs are the same as for the corresponding Grades (see *Code Book*), but the last (fourth) character is replaced by a Z in all cases.
- 7.2.6 The codes for the Performer's Assessments are indicated separately in the *2015 Code Book*.
- 7.2.7 Refer to the instrumental syllabi available online for more information.

7.3 EVALUATIONS

- 7.3.1 Students may only downgrade to an Evaluation **at the Practical examination**. No excess fees will be refunded.
-  7.3.2 Downgrading from an examination to a Performance Level Assessment is not permitted on the day of the examination at the examination centre.
- 7.3.3 At an Evaluation, a student may present any combination of work selected from the prescribed performance works, technical work, sight-reading and Practical Musicianship. No symbols or marks will be allocated, only **commentary** will be given.
- 7.3.4 One teacher or parent may be present at the Evaluation.
- 7.3.5 **Students playing from photocopies will not be permitted to complete an examination or a Performance Level Assessment, only an Evaluation.**
-  7.3.6 If examination students perform without the required piano accompaniment indicated in the score, the examination will be downgraded to an Evaluation.
-  7.3.7 If a student plays any grade other than the grade registered for, the examination will be downgraded to an Evaluation.

8. SUPPLEMENTARY PRACTICAL EXAMINATIONS

8.1 GRADE 8

Supplementary examinations are permitted for Grade 8 students, provided they obtain at least 46% in the examination.

8.2 UNISA MUSIC FOR MATRIC

Grade 7 students, who obtained a mark of 46% and higher and who can submit proof that they are registered for Grade 12 of the National Senior Certificate and that Unisa Music Grade 7 is a school subject, will be granted an opportunity to improve their marks during the aegrotat examinations of the second Unisa examination session.

8.3 EXAMINATION CENTRES AND COSTS

A limited number of examination centres will be used for these purposes. Students will have to **pay the full examination fees again** and will have to travel at his/her own expense to the nearest approved examination centre established for this purpose.

9. EXEMPTIONS

The following exemptions will be given to students entering for Grade 8 Practical:

9.1 BMUS DEGREES OBTAINED FROM SOUTH AFRICAN UNIVERSITIES

9.1.1 Theory of Music Grade 6

Exemption principle: **a completed first year of a BMus degree** at a South African University (second year if the BMus includes bridging/extended degree programmes), which included Music Theory and Music History.

9.1.2 **Deferred exemption**

Grade 8 Practical students must enter for the Grade 6 Theory of Music requirement in the same year and pass both papers by the end of the following year. If not, they forfeit the Grade 8 qualification. Similarly potential Grade 8 Practical students registered for a BMus degree at a South African university may apply for deferred exemption. They then have until the end of the following year to pass all the required subjects as part of the BMus course. If not, they forfeit the Grade 8 Practical qualification.

Students who obtain deferred exemption may not participate in music scholarship competitions.

9.2 **NATIONAL AND INTERNATIONAL MUSIC QUALIFICATIONS**

Students in possession of **other national and international qualifications** may apply for similar exemption. Qualifications/syllabi regarding Theory of Music Grade 6 for admission to Grade 8 Practical will be evaluated by the Directorate Music.

9.3 **APPLICATION PROCEDURE**

Please use the enclosed *Request for Exemption* Form B (see p30). A **certified copy** of the academic record of the University where the student is studying must accompany the application.

10. **PRACTICAL EXAMINATION RESULTS 2014: AVERAGE MARKS PER GRADE**

GRADE	AVERAGE MARK	
	FIRST SESSION	SECOND SESSION
Pregrade 1	79%	80%
Grade 1	73%	76%
Grade 2	75%	74%
Grade 3	75%	75%
Grade 4	73%	74%
Grade 5	73%	73%
Grade 6	74%	72%
Grade 7	75%	76%
Grade 8	77%	71%



11. **NEW PUBLICATIONS**

11.1 **INSTRUMENTAL ALBUMS**

The new instrumental albums for guitar, violin, soprano recorder and flute, published in 2014, contain a selection of pieces from the prescribed syllabi.

11.2 **CRECOSCAPES – Bongani Ndodana-Breen**

CredoScapes is a series of six short pedagogical pieces based on music from the multimedia oratorio *Credo* by Bongani Ndodana-Breen commissioned by Unisa in commemoration of its 140th Anniversary in 2013. In sequential order from *CredoScape* I to VI, the six short pieces in the series are scored for Flute, Oboe, Horn in F, Tuba, Viola and Violoncello respectively. The series is appropriate for intermediate to advanced players (Grades 6 to 8). See the *2015 Order Form* for more information.

12. **UNISA MUSIC SCHOLARSHIP COMPETITIONS**

Refer to pages 26 and 27 for detailed information.

SECTION D

WRITTEN EXAMINATIONS

1. VENUES AND DATES

1.1 VENUES

Theory of Music examinations will be arranged where at least 4 students have registered, irrespective of the grades.

1.2 TRANSFERS

For more information about transferring to another centre, see par 14, p10.

1.3 EXAMINATION DATES

Refer to p9 for detailed information regarding dates and times.

1.4 ALTERNATIVE DATES

Unisa Theory of Music examinations are coordinated on a national basis. No request to write the Theory of Music examinations on any other date or time other than those stipulated in the timetable (see par 13.1, page 9), will be considered and NO correspondence in this regard will be entered into.

1.5 DURATION OF THEORY OF MUSIC EXAMINATIONS

The duration of the Theory of Music examinations is as follows:

Pregrade 1	1 hour
Grade 1	1 hour
Grade 2	1½ hours
Grade 3	1½ hours
Grade 4	2 hours
Grade 5	3 hours (1 paper)
Grade 6-8	3 hours per paper (2 papers per grade)

2. REGISTRATION INFORMATION

2.1 THEORY OF MUSIC REQUIREMENTS

2.1.1 Students will be allowed to enrol for Practical examinations **up to Grade 7**, whether or not they meet the Theory of Music requirement in the same calendar year. They should however, **meet the Theory of Music requirement by the second examination session of the following year** after completing the Practical examination concerned.

2.1.2 **Grade 8 students** who do not yet meet the Theory of Music requirements, must **register for the Practical and Theory of Music components in the same calendar year**. (Theory of Music may also be written earlier.) Both Theory of Music papers must have been passed by the end of the following year.

2.1.3 **Potential SA Music Scholarship Competition Grade 8 students forfeit the opportunity to participate if they have not passed Grade 6 Theory of Music by the first session.**

2.2 GRADE 6 AND 7: PAPERS 1 AND 2

Grade 6 and 7 Theory of Music students may enter for both papers or any one paper in any order at any time. A student entering for one paper will have to pay 50% of the examination fee.

2.3 STUDENTS WITH LEARNING DISABILITIES

2.3.1 Students with learning disabilities who require extra writing time or an amanuensis must be identified clearly upon registration. The medical certificate, as well as a report with recommendations, must accompany the registration form.

2.3.2 An amanuensis may only be used with prior permission. Applications must be submitted annually.



- 2.3.3 Costs incurred by the appointment of an additional invigilator must be borne by the student.

3. EXAMINATION PROCEDURES

3.1 WRITING THE CORRECT THEORY OF MUSIC EXAMINATION PAPER

The examinations of students who enter for a particular Theory of Music grade examination and then write a different Theory of Music grade examination will be null and void. Students must write the examination for which they have entered.

3.2 THEORY OF MUSIC EXAMINATION REGULATIONS

3.2.1 Students must familiarise themselves with the *Theory of Music Examination Regulations and General Instructions* which are distributed with the examination timetables.

3.2.2 Candidates must enter their **own** examination number (eg. 870924-001-2) on the front cover of the examination paper.

3.2.3 Please note that cell phones and tablets must be switched off and may not be used during an examination.

3.3 THEORY OF MUSIC PAPERS ARE CONFIDENTIAL

Teachers and parents will not be granted access to copies of Theory of Music examination papers while the examination is in progress. Question papers and memoranda are available for sale afterwards as indicated in the *2015 Order Form*.

4. SYLLABUS REQUIREMENTS

4.1 NEW 2011 SYLLABUS

All Theory of Music Examinations will be based on the revised 2011 Theory of Music Syllabus, available online. Sufficient notes regarding solfa notation have been included in the new syllabus to supply the necessary guidelines.

4.2 ACCUMULATIVE SYLLABUS CONTENT

Syllabi for Theory of Music Pregrade 1 up to and including Grade 8 are accumulative, ie students should be familiar with the content of syllabi of all the previous grades.

4.3 THEORY OF MUSIC GRADES 3, 4 AND 5: MAXIMUM MARKS

The maximum marks for the Grade 3, 4 and 5 Theory of Music examination papers have changed from 200 to **100 marks** in order to align the marks with those of the other written papers.

4.4 GRADE 7 OR 8: REQUIREMENTS TO PASS

Students entering for the Grade 7 or 8 in Theory of Music will have to **pass both the examination papers** in order for the Theory of Music qualification to be awarded. Students who fail either of the two papers will retain credit for the paper passed.

4.5 CHANGES IN 2015

The following amendments to the 2011 Theory of Music syllabus will be implemented **in 2015**:

4.5.1 Pregrade 1

Note values

Status quo semibreve, minim, crochet, quaver

New add the **dotted minim** as $\frac{3}{4}$ time is included in the syllabus

4.5.2 Grade 1

Note values

Status quo semibreve, minim, crochet, quaver

New add the **dotted minim** as $\frac{3}{4}$ time is included in the syllabus

Transcription from tonic solfa to staff notation

Status quo C major

New add G and F majors

4.5.3 **Grade 2****Note values**

Status quo the dotted semibreve, minim, and crochet are introduced

New add the **dotted quaver and semiquaver**

Time signatures

Status quo 2/4; 3/4; 4/4

New add 6/8; 9/8

Transcription from tonic solfa to staff notation

Status quo C major

New add **G, D, F and B flat majors**

4.5.4 **Grade 3****Time signatures**

Status quo 2/4; 3/4; 4/4, 6/8; 9/8

New add 12/8 as well as 2/2; 3/2; 4/2 as minim time is not covered in the current syllabus

Completion of a melody

Status quo C, F, and G major

New add **D and B flat majors**

Transcription from tonic solfa to staff notation

Status quo G major

New add **D, A, F, B flat and E flat majors**

4.5.5 **Grade 6, Paper 1****Modulations**

Status quo Modulations to related keys by means of pivot chords

New Modulations to related keys by means of pivot chord **and abrupt modulation**

New Add secondary leading note seventh chords.

Counterpoint

Status quo The addition of a contrapuntal part above and/or below a given melodic line

New Replace with **the analysis of two-part inventions Nos 1 - 8 of JS Bach.**

Harmonic Analysis

Status quo The harmonic analysis of given music excerpts

New The harmonic analysis of **ANY** given music excerpt containing the elements that have been studied, up to and including Grade 6 Theory of Music. Students will no longer be required to do part-writing but will be required to analyse some of JS Bach's *Two-Part Inventions*. More information regarding the new Grade 6 analysis requirements, and some sample analyses, is available online at www.unisa.ac.za/music.

4.5.6 **Grade 6, Paper 2**

New Add the **structure** of sonata and rondo form (five-part rondo, seven-part rondo and sonata-rondo)

Baroque period

New Add **equal temperament**

Classical period

Remove Beethoven's **Piano Sonatas**

Add Beethoven **Symphonies Nos 3, 5 and 9**

Romantic period

Schubert

Add The **characteristics** of the lied, the relationship between the **song text and the music**, and the relationship between the **voice and piano accompaniment**.



Twentieth Century

Status quo A short definition of each of the following subjects: Impressionism, Expressionism, Minimalism, Aleatoric music, Atonality

New A short definition and **examples of compositions by composers representative of each of the following styles**: Impressionism, Expressionism, Serialism, Minimalism, Aleatoric music, Atonal music

Form Analysis

New Replace Beethoven's Sonata in B flat major, Op 22 (first movement) with **Mozart's Piano Sonata in C, K. 309 (first movement)**.

5. SUPPLEMENTARY OPTIONS

5.1 RE-MARKING OF SCRIPTS

The scripts of students can be re-marked upon payment of a fee equivalent to 50% of the entry fee for the examination in question. This fee is not refundable. **The result of the re-mark will be honoured as the final result even if it is lower than the original mark.**

5.2 SUPPLEMENTARY WRITTEN EXAMINATIONS

5.2.1 Music for Matric

Grade 5 Theory of Music students who obtained a mark of 46% and higher and who can submit proof that they are registered for the Grade 12 of the National Senior Certificate and that Unisa Theory of Music Grade 5/Practical Grade 7 is a school subject, may be granted an opportunity to improve their marks during an aegrotat examination.

5.2.2 Certification

Students who failed a first session Theory of Music examination required for certification of a Practical grade examination that same year, will be permitted late entry for the second session. Written application together with proof of payment must be submitted.

6. THEORY OF MUSIC RESULTS 2014: AVERAGE MARK PER GRADE

GRADE	AVERAGE MARK	
	FIRST SESSION	SECOND SESSION
Pregrade 1	84%	85%
Grade 1	69%	80%
Grade 2	77%	75%
Grade 3	79%	82%
Grade 4	69%	73%
Grade 5	75%	75%
Grade 6	70%	65%
Grade 7	-	78%

7. THEORY OF MUSIC SUPPORT MATERIAL

7.1 THEORY OF MUSIC FORM ANALYSIS PRESCRIBED PIECES

The *Theory of Music Form Analysis Prescribed Pieces* are available at the Business Section of Unisa Press at R106,00 (Grade 5) and R142,00 (Grade 6). See the *2015 Order Form* for more information.

7.2 BRAILLE THEORY OF MUSIC PAPERS AND MEMORANDA

Braille versions of the October 2012 and June 2013 Pregrade 1 to Grade 3 as well as the June and October 2012 and 2013 Grade 4 Theory papers and memoranda are available for reference in the Archives of the Unisa Library on the main campus in Muckleneuk, Pretoria. The contact number for the Unisa Library Archive Division is 012 429 2560.



7.3 SCORES FOR FORM ANALYSIS IN THEORY OF MUSIC PAPERS

- 7.3.1 Due to copyright requirements, the second question paper of Theory of Music Grades 6, 7 and 8 are sold without the scores of the required works for form analysis. Use the recommended handbooks indicated in the syllabus.
- 7.3.2 All Grade 7 prescribed Baroque, Classical, Romantic and Jazz works may be found in the *Anthology for Musical Analysis: Postmodern Update* (sixth edition, 2008) by Charles Burkhardt and William Rothstein, published by Thomson Schirmer.

SECTION E

SPECIAL AWARDS

1. ROLL OF HONOUR

- 1.1 The Roll of Honour of outstanding achievers includes the names of Pregrade 1 to Grade 7 students who have achieved **90%** or higher and Grade 8 students who have achieved **85%** or higher in their Practical examinations.
- 1.2 The criteria for the Roll of Honour for Theory of Music students are:
- Theory of Music Pregrade 1 to Grade 2: students must achieve **95%** or higher
 - Theory of Music Grades 3 to 5: students must achieve **90%** or higher
 - Theory of Music Grade 6: students must achieve **85%** or higher
 - Theory of Music Grades 7 and 8: students must achieve **80%** or higher.
- 1.3 Lists of names of students who qualify for the Roll of Honour of outstanding achievers (Practical and Theory of Music respectively) are published in our bi-annual journal *Musicus*. The 2013 and 2014 Rolls of Honour will be published in *Musicus* 42.1 2014 and 43.1 2015 respectively.

SECTION F

UNISA MUSIC AS MATRIC SUBJECT

1. CONDITIONS

(With thanks to Dr PJ Krige, Department of Education, Free State Province)

The conditions for the accreditation of Unisa music examinations for the National Senior Certificate (NSC) are as follows:

- 1.1 Unisa Music may only be offered as an additional (eighth) subject.
- 1.2 Students must enrol in January of the Grade 12 year, together with the school's examination entries.
- 1.3 No assessment tasks are required.
- 1.4 Only Practical Grade 7 may be offered, not Grade 6 or Grade 8.
- 1.5 The Grade 7 examination must be played before June of the Grade 12 year.
- 1.6 The Theory of Music requirement remains the same: Unisa Grade 5.
- 1.7 The Theory of Music examination must be written between October of the Grade 11 year and July of the Grade 12 year.
- 1.8 The Practical and Theory of Music examinations each count half of the final mark.
- 1.9 The subject will appear on the National Senior Certificate, but the marks will not count together with the rest.
- 1.10 If a student fails one of the seven subjects, the above examination may not replace it.
- 1.11 Only one of the accredited music examinations may be offered, not different examinations for different instruments or from different examining bodies (e.g. not Unisa and ABRSM).
- 1.12 The Practical and theoretical examinations must be of the same examining body. Unisa and ABRSM may not be mixed.
- 1.13 Students may still offer Unisa Music together with Music (of the NCS) as two separate subjects, provided that a different musical instrument is presented.

For more information refer to *Government Gazette* 34473/603 of 21 July 2011.

2. REGISTRATION

The subject must be registered through the school where the candidate is registered to complete the National Senior Certificate.

SECTION G

PUBLICATIONS

1. ORDER FORM FOR MUSIC EXAMINATION PUBLICATIONS

The **2015 Order Form** used to order the music examination publications sold by Unisa Press is available on the website. Although Unisa music publications are also available at music book shops, **the costs of items will be lower if ordered directly from Unisa Press.**

2. BUYING FROM UNISA PRESS: DIRECT SALES

- 2.1 For customers within Pretoria, the fastest way to obtain items is at the Unisa Press Bookshop situated on the Unisa Sunnyside campus, housed in the Es'kia Mphahlele Registration Building, Hall A. Office hours: Mon – Fri 08:00 – 15:30. **No cash sales are accepted** and therefore purchases may only be made by **bank debit or credit card.**
- 2.2 Over-the-counter sales of music publications by Unisa Press are no longer available at the Unisa Regional Facilities.

3. MAIL ORDERS

- 3.1 The Unisa Press office on the Unisa Main Campus, Muckleneuk, handles mail orders and enquiries. Orders may be faxed or e-mailed. As this section only takes care of pre-paid orders, items ordered will only be despatched once proof of payment has been received.

3.2 Proof of your electronic payment must accompany the order. No cheque payments are accepted.

3.3 Only return the pages of the *Order Form* relevant to your order.

3.4 The contact information of Unisa Press is as follows:

Orders for Music Publications

Mr Johannes Morodi

Tel 012 429 3515

Fax 012 429 3221/3449

E-mail morodjm@unisa.ac.za

Musicus Orders

Ms Julia Mokgohloa

Tel 012 429 2953

Fax 012 429 3449

Email mokgojk@unisa.ac.za

- 3.5 **Unisa Directorate Music staff members cannot answer your queries relating to mail orders. Please contact Unisa Press directly.**

4. NEW INSTRUMENTAL ALBUMS

A selection of new pieces composed by Bongani Ndodana-Breen will be available to purchase in 2015. Known as *CredoScapes*, these pieces are based on music from the multimedia oratorio *Credo*. Refer to the *2015 Order Form* for more information.



SECTION H**WINNERS OF UNISA MUSIC
SCHOLARSHIPS 2014****1. UNISA SOUTH AFRICAN MUSIC SCHOLARSHIP WINNERS 2014**

The Unisa South African Music Scholarship Competition presented by the Directorate Music took place on 9 October 2014 in the Miriam Makeba Concert Hall. The following competitors received awards:

- 1.1 **FIRST PRIZE: UNISA SOUTH AFRICAN MUSIC SCHOLARSHIP (R15 600) AS WELL AS A HENNIE JOUBERT MUSIEKVRIENDEKRING PRIZE OF R2 000**
 André Breet (Piano), Pretoria *Teacher: Joseph Stanford*
- RUNNER-UP: UNISA SOUTH AFRICAN MUSIC SCHOLARSHIP (R12 200) AS WELL AS A HENNIE JOUBERT MUSIEKVRIENDEKRING PRIZE OF R2 000**
 Lezanti van Sittert (Singing), Pretoria *Teacher: Ina Snyman*
- 1.2 **TWO DU TOIT-VAN TONDER MUSIC SCHOLARSHIPS (R7 000 EACH)**
 Karen Petersen (Piano), Cape Town *Teacher: Adri van Wyk*
 Hermann Pretorius (Singing), Mossel Bay *Teacher: Alma Oosthuizen*
- 1.3 **ROBERT CLOUGH MUSIC SCHOLARSHIP (R8 000)**
 Not awarded
- 1.4 **SAMRO/VLADIMIR VIARDO PIANO SCHOLARSHIP FOR THE BEST PIANIST UNDER 20 YEARS OF AGE (R10 000)**
 André Breet
- 1.5 **SAMRO PRIZE FOR THE BEST PERFORMANCE OF A SOUTH AFRICAN COMPOSITION (R7 700)**
 André Breet
- 1.6 **SAMRO/UNISA/DEON VAN DER WALT VOCAL SCHOLARSHIP FOR THE BEST GRADE 8 SINGING STUDENT (R4 000)**
 Lezanti van Sittert
- 1.7 **JOHANNA VAN DER SPUY PRIZE FOR THE BEST RENDERING OF A ROMANTIC WORK (R2 000)**
 André Breet
- 1.8 **MIMI COERTSE PRIZE FOR THE BEST PERFORMANCE OF A SOUTH AFRICAN ART SONG (R2 000)**
 Lezanti van Sittert

2. UNISA DIRECTORATE MUSIC 120TH ANNIVERSARY COMPETITION AND CONCERT

The Unisa Directorate Music 120th Anniversary Competition took place from 29 – 30 October 2014 in the ZK Matthews Great Hall, Unisa and was concluded with a bursary concert on 31 October 2014. The following competitors received awards:

- 2.1 **HANNAH DAVEL OVERSEAS MUSIC SCHOLARSHIP FOR PIANO, VIOLIN AND CELLO – R100 000**
FIRST PRIZE – R35 000
PIANO CATEGORY PRIZE – R12 000
 Megan-Geoffrey Prins (Piano), Riversdale *Teacher: Antonio Pompa-Baldi*
- 2.2 **SECOND PRIZE – R25 000**
PIANO CATEGORY PRIZE – R12 000
 Willem de Beer (Piano), Pretoria *Teacher: Joseph Stanford*
- THIRD PRIZE – R15 000**
STRINGS CATEGORY PRIZE – R12 000
 Wilmien Janse van Rensburg (Violin), Johannesburg *Teacher: Jack de Wet*
- WINDS CATEGORY PRIZE – R12 000**
 Myles Roberts (Flute), Cape Town *Teacher: Corvin Matei*
- SINGING CATEGORY PRIZE – R12 000**
 Siphokazi Molteno (Mezzo Soprano), Port Elizabeth *Teacher: Lionel van Zyl*

SECTION I

MUSIC COMPETITIONS 2015

1. UNISA SOUTH AFRICAN MUSIC SCHOLARSHIP COMPETITION 2015

7 – 9 OCTOBER 2015

VENUE: MIRIAM MAKEBA CONCERT HALL, UNISA, PRETORIA

1.1 MAIN SCHOLARSHIPS

Prize money totalling R76 500 will be awarded, including the following main scholarships:

Unisa SA Music Scholarship (First Prize) – R15 600

Unisa SA Music Scholarship (Runner-up) – R12 200

1.2 AGE RESTRICTIONS

Age limits for the Unisa South-African Music Scholarship Competition are as follows:

Instrumentalists 20 yrs

Singers 23 yrs

1.3 REQUIREMENTS FOR PARTICIPATION

Students must fulfil the following requirements:

1.3.1 Mark allocation

- Achieve at least 85% in the examination as a whole and
- Achieve at least 85% for the prescribed pieces only.

1.3.2 Prerequisites

In order to participate in the Unisa SA Music Scholarship Competition, a student must have passed Unisa Theory of Music Grade 6 by the **first session of that particular year**. Students writing the required Theory of Music Grade 6 examination in the second session, will not be eligible for participation.

1.3.3 No deferred participation

Students must participate in the SA Music Scholarship Competition in the same year that they play the examination and qualify. **Participation may not be deferred to the following year.**

1.3.4 Memorisation

Memorisation is not a requirement for participation in the SA Music Scholarship Competition.

Contact Verona Heymans at heymanv@unisa.ac.za for more information.



2. 5TH UNISA NATIONAL PIANO COMPETITION 2015

11 – 18 JULY 2015 VENUE: ZK MATTHEWS GREAT HALL

The Unisa Music Foundation will present the 5th Unisa National Piano Competition at the Unisa Muckleneuk Campus in 2015. The competition will feature two categories: **jazz and classical piano** and will be open to any student who is a South African citizen and below the age of 28 years (born on or after 19 July 1986). Competitors are responsible for their own travel and accommodation expenses. However, the Unisa Music Foundation will provide once-off stipends to help competitors off-set their costs. Visit the Unisa Music Foundation website at www.unisa.ac.za/musicfoundation for more information.