

Johann Strauss
SCHOOL OF MUSIC MALTA

HANDBOOK

[v.20162017]

MISSION STATEMENT

The Johann Strauss School of Music Malta strives to help each student achieve the highest potential in playing proficiency, performance, creativity, and musicianship through a number of stimulating, effective and individualized music programmes and distinctive opportunities.

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DIRECTORATE FOR LIFELONG LEARNING AND EARLY SCHOOL LEAVERS, MINISTRY OF EDUCATION AND EMPLOYMENT

The Directorate for Lifelong Learning and Early School Leavers, Ministry of Education and Employment is responsible for Visual and Performing Arts Schools in Malta and Gozo, namely:

- Johann Strauss School of Music
- Malta Drama Centre - Mikelangħ Borg
- School of Art (Malta)
- Visual and Performing Arts School (Gozo)

The Visual and Performing Arts Schools provide training in art, dance, drama and music. The main focus is the provision of a learner-centered curriculum which promotes creativity, innovation, participation, reflection, personal independence and the development of lifelong learners.

These schools offer effective exposure to meaningful creative practices and educational experiences. They also play a significant role in developing future audiences that will appreciate and actively participate in national and international cultural events.

SCHOOL COUNCIL

School Council Elections are held as per Education Act 1988 (Cap. 327 Art. 61) stipulated by the Education Department.

The School Council is made up of:

- A President nominated by the Minister for Education and Employment
- A Secretary / Treasurer who is the Centre Administrator / Head of School
- Three School Teachers
- Three Adult Students / Parents / Guardians whose children attend this School.

The School Council is an essential aspect of the School's democratic process. The School Council participates in the administration of the School Council funds and assets of the School; discusses the school environment, the curriculum and educational services.

BOARD OF STUDIES

The School's Board of Studies is made up of:

- The Centre Administrator
- An DLLESL Education Officer or Coordinator
- A Visual and Performing Arts Gozo Representative
- 6 Educators
- 3 Adult Students / Parents / Guardians
- External consultant

The Board of Studies will evaluate and improve the academic standards and quality assurance of education across the school.

SCHOOL CONTACT DETAILS

Email: jstrauss.music.sch@gov.mt

Telephone number: + 356 2124 2549

Mobile number: +356 7924 2549

Address: 32, Joseph Abela Scolaro Street, Hamrun HMR1304

School website: www.schoolofmusic.edu.mt

Directorate website: www.lifelonglearning.gov.mt

OPENING HOURS

Office: Monday to Friday, 9.00 a.m. – 12.00 p.m. and 3.00 p.m. – 7.00 p.m.

Saturday from 9.00 a.m. till 12.00 p.m. only

Summer mornings only

Lessons: Monday to Friday from 2.30 p.m. till 7.45 p.m.

(mornings in specific cases only)

Saturday from 8.30 a.m. till 12.30 p.m.

WEBSITE

The school website will be regularly updated and includes:

Home page - News, Notices, Upcoming events

Course page - Courses, Guidelines, How to apply, Fees and Payment

Students' page - The Choir, The Orchestra, Ensembles, Services, Resources

Noticeboard page - Memos, News, Notices, Calendar

About us page - The School, The School Council, The Team, Bios, Collaborations

Get in touch page - Map, Email us, Contact details

APPLICATIONS

- Applications are open during the summer months. Check the school / directorate websites regularly for the exact dates. Depending on vacancies, applications may also open during other times of the year.
- Applications will be made on-line through the Directorate for Lifelong Learning
- Students need first to select and apply for the Music Knowledge and Understanding class; then choose the preferred instrument as indicated in the same application process
- Students who already attend the school must reapply to continue their studies
- Students 16 years and over need to pay a yearly fee set by the Directorate for Lifelong Learning. Payment may take place on-line.
- Students who have a certificate in Grade Eight theory (acquired within the last three years) from a recognized body through NCFHE may be exempted from Music Knowledge and Understanding Classes
- New applicants will be accepted as follows:

Introduction to Music	age 6 and 7 years
Music Knowledge and Understanding	age 8+ years
Instrument	age 8+ years
Classical Voice, Bass Guitar, Contemporary Guitar	age 13+ years
Jazz Improvisation and Jazz Knowledge and Understanding	age 13+ years
Adult courses	age 25+ years

The above stipulated age has to be reached by 31 December of that scholastic year.

- Renewal applicants will be accepted as follows:

Students who attended the school in the previous scholastic year;

Students who were officially exempted for a stipulated time in the previous year.

A student may apply for a second instrument only if s/he acquires a distinction in Grade 3 in the first instrument. Furthermore a recommendation from the first instrument teacher is obligatory.

A student may apply for a third instrument only if s/he acquires a distinction in Grade 5 in the first instrument and a distinction in Grade 3 in the second instrument. Again recommendations from both instrument teachers are obligatory.

AUDITIONS

- All students (complete beginners and also those with a musical background) will be asked to audition before being accepted by the school. Auditions will include an interview and short tests in pulse, rhythm and pitch.
- Applicants, who are able to perform, will be required to play/sing a prepared piece during the audition. Voice applicants are to sing a piece *a cappella*. Other applicants who wish to be accompanied with the piano during the audition have to provide their own accompanist.
- Applicants who are able to perform will be asked to play a sight reading test
- When and where possible, applicants should bring their own instrument
- Applicants will be placed in order of merit and will be contacted to commence lessons as per vacancies available. This can happen at the start of October but may also occur during the scholastic year.
- Applicants who are found ineligible to attend music classes will be informed after the audition

COURSES

- Introduction to Music
- Instrumental courses: Pianoforte, Violin, Viola, Violoncello, Oboe, Flute, Clarinet, Saxophone, Cornet, Trumpet, Trombone, Baritone in Treble Clef and Bass Clef, French Horn, Harp, Classical Guitar, Contemporary Guitar, Bass Guitar, Classical Voice, Contemporary Voice, Piano Accordion, Bagpipes, Drums and Percussion, Jazz Improvisation
- Music Knowledge and Understanding, *Solfeggio* and Jazz Knowledge and Understanding

- Drums and Percussion students will have to choose a majoring section, either Drum Kit or Percussion, after obtaining Grade 2
- Choir

All the above may be taken as a Regular Music Studies Course or as a Leisure Music Studies Course except for Introduction to Music.

The Regular Music Studies Course

consists of:

- An overall duration of 10 to 11 scholastic years
- Music Knowledge and Understanding lessons that are obligatory till Grade 8 or equivalent
- Music Performance lessons of the preferred instrument/s
- Yearly formal assessments and examinations
- Coursework which is included in assessment and examination marking
- Yearly certification

These courses are offered to students of 8 years of age or more. Contemporary Guitar, Bass Guitar, Contemporary Voice and Jazz Improvisation, are only offered to students of 13 years or more.

All these courses are accredited. Refer to page 24.

The Leisure Music Studies Course

consists of:

- Maximum duration of one year or three years
- Music Knowledge and Understanding is obligatory only for beginners who do not have a basic knowledge of notation
- Music Performance lessons of the preferred instrument
- Yearly informal assessments
- An attendance certificate which will be awarded at the end of the one or three year course

Adult students may take up another Leisure Music Studies Course after a lapse of three years.

This course is only offered to adult students of 25 years or more.

Introduction to Music

- This is a two year course for children aged 6 and 7
- Children are introduced to the basic concepts of rhythm and pitch through the Orff, Kodaly and Dalcroze method. Children are taught in groups using percussion instruments and a wide-range of musical resources.
- Half-yearly assessments and annual examinations are held every year
- Children who want to take up a musical instrument after completing this course still have to apply and audition accordingly

DONATION FOR UTILITIES

As from October 2017, every student is asked for a donation for utilities of €10 per year. Payment by cheque should be settled with the Administration by latest one month after the course starts. Cheques are payable to Johann Strauss School of Music, Malta. This is not refundable.

SCHOOL CALENDAR

- This will be issued on the school website at the beginning of each term
- It will include dates of assessments; annual exams; parents' day; class concert week and other events
- It will highlight holidays and other dates / times when lessons are cancelled due to staff meetings and internal activities

DURATION OF LESSONS

The school strives to adhere to the timetable of lessons. However, in case of unpredictable circumstances, the school reserves the right to change the day and/or time of lessons as necessary. Students would be advised accordingly.

Performance lessons are on a weekly individual basis. Duration is as follows:

Introduction to Music (Prep 1)	60 minutes
Introduction to Music (Prep 2)	60 minutes
Leisure Course	30 minutes
Preliminary	45 minutes

Grade One	45 minutes
Grade Two	45 minutes
Grade Three	45 minutes
Grade Four	45 minutes
Grade Five	45 minutes
Grade Six	60 minutes
Grade Seven	60 minutes
Grade Eight -	60 minutes
Diploma	see page 24

Music Knowledge and Understanding lessons are on a weekly basis. Students will be in groups and duration of lessons is as follows:

Preliminary	60 minutes
Grade One	90 minutes
Grade Two	90 minutes
Grade Three	90 minutes
Grade Four	120 minutes
Grade Five	120 minutes
Grade Six	120 minutes
Grade Seven	150 minutes
Grade Eight	150 minutes
Diploma	see page 24

INSTRUMENTS

- Students are encouraged to purchase / hire / borrow an adequate instrument on which to practice PREFERABLY after the first lesson and by not later than the fourth lesson
- Parents may seek advice on choice of instrument and make from the respective teacher. It is OBLIGATORY for the student to have the instrument on which to practice daily.
- A course may be terminated if a student does not procure an instrument. Certain instruments are available for hire from the School.

LOAN OF INSTRUMENTS

Occasionally, certain instruments are available for hire from the school to internal students against a refundable deposit of €200 and an annual maintenance fee starting from €100. All payable in advance upon loan.

BOOKS

Students are expected to own their own books.

At the beginning of the year, the performance teacher indicates the appropriate books required throughout the course. Books may vary from one student to another.

Music Knowledge and Understanding books could be purchased as a pack from the main office at the beginning of the scholastic year.

Photocopies need to be kept to a minimum. Photocopies may be done at the main office at 5c per A4 page and 10c per A3 page. Copyright laws are to be observed at all times.

JOURNALS

- The Performance and Music Knowledge and Understanding journals are to be purchased from the school
- A separate journal for every instrument followed is required
- This journal is to be brought to school for every practical and Music Knowledge and Understanding class
- Weekly homework will be annotated on the journal and a mark / grade will be given for each lesson. This will reflect the progress of the students and it will have 20% weighting in the final result.
- Parent's / guardian's signature is obligatory for students under 16; or upon the teacher's discretion
- The journals are to be kept by the student as a portfolio
- It is also a means of communication between parents and teachers

PRACTICE AT HOME

Practice at home is fundamental. Both students and parents need to understand the importance of practice and the commitment required. Students who enroll in the school are expected to practise DAILY.

PRACTICE AT SCHOOL

- Internal students can practice free of charge on the premises outside school hours upon confirmation by the respective teacher and main office
- External students will pay a minimum of €10 per 4 hours. Appointments should be made through the main office
- Use of premises after school hours is at the discretion of the school administration

HOMEWORK / COURSEWORK

- Children are expected to attend for their weekly lesson with their homework well-prepared
- Careless work will not be tolerated
- Young children need to be prompted to do their work, and they might need someone to sit with them during their study session. Parents' help and cooperation in this matter is highly solicited.
- Coursework carries marks for mid-yearly assessments and final examinations

CONCERTS / WORKSHOPS

Attendance and participation in concerts / workshops is highly encouraged. These will be recorded in the journal and carry marks as part of the student portfolio.

PARENTAL INVOLVEMENT

The following are suggestions of how parents / guardians can get involved with the children's music education.

- To listen to your children and encourage them

- To help them gain confidence
- To help them organize their timetable to find a suitable slot for their music studies. Ideally the same time slot is kept every day. Children find routine conducive to learning.
- To sit with your children during their study sessions. Young children need to be prompted to do their work.
- To encourage them to perform a piece when you have relatives/guests at home
- To accompany your children to concerts
- To enjoy listening to music on Youtube or on specialized TV channels with your children. To assist them to select music relevant to their music education.

Parents are permitted in the classrooms during lessons upon request.

Parents are to follow the School's directives, regarding the taking of photos and dissemination of personal data, as stipulated in the Data Protection Act.

Avoid criticising teachers or school policies in front of children as this will minimize good practices and school ethos.

Refrain from requesting teachers for their personal telephone numbers. Teachers can be contacted by email.

Avoid contacting by phone any members of the staff at home.

Avoid loitering in corridors.

Small children tend to become very worried if parents are late. Kindly ensure to pick them on time.

PARENTS' DAY

- This takes place after the half-yearly assessment, during the second term
- Dates will be indicated on the school calendar
- Parents are asked to speak to the teacher on the same day /time during the usual lesson. For performance lessons, the normal lesson will continue after the discussion.

COMMUNICATION

Please keep communication channels open with teachers and administration.

- Check journals REGULARLY
- Check your emails REGULARLY
- Check the school notice-boards REGULARLY
- Check the website REGULARLY
- Check the social media REGULARLY

Communication with the teacher

- A formal parents' day is held once a year
- The journal can be used to send notes
- If necessary, throughout the year, the teacher will approach parents to discuss any problems that might arise
- Parents may ask for an appointment

Communication with the main office

- Email: see page 6
- Telephone/ mobile: see page 6
- Office hours: see page 6

Communication with the Centre Administrator

- Send queries by email to: mary-ann.cauchi@ilearn.edu.mt
- If necessary, fix an appointment by sending an email or calling at the main office indicating the reason for the requested meeting

Other

- Students/parents are requested to seek permission from the Centre Administrator prior to engaging with any social, print or broadcast media regarding matters related to the School of Music
- Students/parents are requested to seek guidance when engaging into musical activities outside of the school. It is recommended that students inform the respective teacher when participating in outside engagements.

SPECIAL NEEDS

- The school **MUST** be informed of students with special needs or other particular conditions which not only affect learning but also health
- Kindly inform the school office and the teacher if your child has a Learning Support Assistant at the day school
- Where necessary, the school will ask for a relevant report. This will facilitate the students' learning process. Documentation has to be updated annually.
- The school will do its utmost to facilitate students with learning difficulties including individualized lessons and adapted course work

ACCOMPANIMENT

- If the student is not able to attend on the days and times when the accompanist is offered by the school, s/he has to provide his / her own accompanist as required during the year and for the annual exam
- Accompaniment for Strings, Winds and Brass will be offered from Grade 5 onwards during the Performance lessons

CHOIR

Choir enhances the student's musicianship. This is an optional activity for all students aged 8 to 13 years old who enjoy singing. Choir members need to have acquired at least Grade 1 in Music Theory or Music Knowledge and Understanding and be able to attend weekly rehearsals regularly. Students who attend for 80% of the lessons throughout the scholastic year will be given a certificate of attendance.

ORCHESTRA, BANDS AND ENSEMBLES

Teachers encourage students to join the Johann Strauss School of Music Orchestra and other ensembles when appropriate.

LIBRARY

The library is currently not available due to works in progress.

- Opening hours: Mondays and Thursdays 3.00 p.m. till 7.00 p.m.
- Open to internal students and staff only
- Books / journals can be consulted in the library during opening hours only
- Photocopies (up to 10 pages) may be requested at 5c per page

LOYALTY CARD

All students following the Regular Music Studies Course may purchase the Loyalty Card.

Loyalty Card holders are entitled to:

- Free tickets for Malta Philharmonic concerts with a paying adult.
- Free tickets for Teatru Manoel concerts
- Discounts from music outlets
- 50 photocopy pages (related to JSSoM)
- Any arising opportunities

Terms and Conditions apply; these may be adjusted as per necessity by the School.

STUDY / WAITING AREA

- Students and parents are allowed to wait ONLY in the space / room designated as a waiting area and part of the ground floor corridor
- Parents are strictly not allowed to wait on the first and second floors
- Silence or quiet whispering is appreciated so that students can concentrate while doing their homework in the study area
- The waiting area should be kept clean and tidy

PUNCTUALITY

Lessons are concise so students should not be late. Permission to leave early will not be given to students under 16 unless a note signed by a parent is presented. Parents are kindly requested to collect their child/ren on time.

Should it be necessary due to particular circumstances, parents are to provide a copy of their I.D. card to the school for identification purposes upon collection of child/ren.

BEHAVIOUR

- Basic courtesy is a must. Ex: good afternoon, please, thank you, knock on the door, waiting quietly, etc.
- Students are expected to be well-behaved and to show respect at all times
- The school asks for parental support when dealing with their child's behavior. Kindly inform the school administration or teacher of any difficulties students may be experiencing at home, or of any trauma which may affect their performance or behaviour at school.

DRESS CODE

Students are to come to school appropriately dressed. Mini-skirts, shorts, torn jeans, beachwear, thin straps, halter necks and other indecent attire will not be allowed.

Use perfumes carefully as some individuals are allergic.

Dress attire for concerts and exams should be suitable as indicated above or by teacher. It is obligatory for Introduction to Music and Choir students to wear the black school t-shirt for lessons, rehearsals, concerts or as indicated by the teacher.

MOBILE PHONES

The use of mobile phones for texting and calling during classes is NOT permitted.

CLEANLINESS

Students are expected to come to school clean. Fingernails should be kept short (unless otherwise instructed by the teacher) and clean. Kindly teach your children to wash their hands with soap and water before coming to the lesson, (especially children using school instruments). Having clean hands helps to reduce transmission of viruses.

SMOKING

This is STRICTLY prohibited both inside and outside the school premises.

FOOD AND DRINK

- Eating and drinking is permitted only near the distributors, in the waiting area and in the grounds
- Teachers should be advised about any food allergies
- No eating is allowed during lessons unless children have a certified medical condition. Chewing gum in class is prohibited. Only WATER is allowed in the classroom. NO ALCOHOL, NO BEER and NO ENERGY DRINKS are allowed on the school premises, inside and outside.
- Litter and other waste material should be disposed of in the dustbins provided

PETS

No pets are allowed in the school building. Special concessions may be granted upon request by the school administration.

FIRE DRILLS

All students present in the school are obliged to cooperate in fire drills. The teachers' instructions must be followed at all times and the safety precautions observed

ABSENTEEISM

- Attendance is obligatory
- When absent students should inform the school as early as possible or at least 2 hours before lesson time by SMS on mobile number +356 7924 2549 indicating name, surname, instrument and teacher

ONE TIME ABSENCE - an SMS to the school, or a note from the parent is requested.

TWO CONSECUTIVE ABSENCES - a medical certificate (or copy of school medical certificate) covering at least one lesson may be requested.

THREE CONSECUTIVE ABSENCES - will result in the termination of the course. Certified medical reasons will be individually considered by the school administration.

FREQUENT ABSENCES - during the year, may be evaluated by the administration and can result in the termination of the course. Students who attend less than 75% of the lessons will not be eligible to sit for the annual exam and will have their course terminated.

Students travelling overseas for more than one week need to provide evidence (e.g. a copy of air ticket) and seek exemption via email.

SICKNESS

Students with signs and symptoms of flu are asked to stay at home until they have recovered. If the students are prescribed antiviral medicines for treatment, they should also stay at home until they have finished the course. This is to avoid spreading the infection as much as possible. The School reserves the right to send the children back home if they are unwell. Students are expected to revise and practice when they are well enough to do so.

EXEMPTIONS

- Music Knowledge and Understanding is obligatory for all students until Grade Eight (MQF Level 4)
- Students seeking exemption from Music Knowledge and Understanding classes must present Advanced 2 Certificate in Music Theory or Grade 8 Certificate in Music Knowledge and Understanding issued by the Johann Strauss School of Music or equivalent from a recognized body

RESIGNATIONS

The student / parent / guardian is to inform the school administration and teacher by sending a signed email or letter.

ASSESSMENTS AND EXAMINATIONS

Continuous assessment

- A continuous assessment which is referred to as coursework will be taking place throughout the year both for performance and Music Knowledge and Understanding
- This is done on a weekly basis and is annotated numerically on the student's journal for both performance and Music Knowledge and Understanding
- During music theory, assessment for coursework is done regularly and assessment for aural is done monthly. The marks, which are intended to be an indication of the student's progress, are given on the homework presented and also on the pupil's performance during the lesson.
- The continuous assessment has 20% weighting in the annual exam

Mid-Yearly Performance Assessments

- These assessments take place in February / March
- Performance assessments take place during the lesson
- Assessments will include scales, studies, pieces covered throughout the year and sight reading
- No marks are allotted during this assessment but the result sheet will have comments on the test session clearly indicating whether the student's performance has been: "Very Good", "Good", "Fair" or "Unsatisfactory"
- Results will be handwritten and given to the parent / guardian / adult student during parents' day

Mid-Yearly Music Knowledge and Understanding Assessments

- These assessments take place in February / March
- Music Knowledge and Understanding assessments take place during the lesson with a longer duration where necessary
- Assessments will include topics indicated by the teacher
- Marks allotted during this assessment consist of 50% for the written examination, 30% for aural assessment and 20% for coursework
- Results will be handwritten and given to the parent / guardian / adult student during parents' day

Annual Examinations

- These are compulsory for the Regular Music Course. Only a pass mark which is 65 in the annual exam allows the student to proceed to the following grade.
- The performance exams take place in June / July
- The Music Knowledge and Understanding exams take place at the end of May / beginning of June
- Students who miss their exam because of illness have to present a medical certificate to the school office. In this case and whenever possible, an alternative date to sit for the exam in the same June / July session will be offered. In exceptional circumstances, the student can sit for the exam in October of the following scholastic year.
- Students who, for a valid reason cannot sit for the performance annual exam and wish to repeat the year, must ask for and be granted permission by the Centre Administration in accordance with the teacher
- Students who, for a valid reason, miss the performance annual examination and need to sit for the exam in the following November session must be granted permission by the Centre Administrator
- Students who repeat a year and fail examination once again, are automatically withdrawn

Format and Marking

- The annual performance exams are conducted by a board of 2 or 3 examiners that may include an internal and external examiner appointed by the Board of Studies. The student's teacher may sit in for the examination as observer.
- Preliminary to Grade Eight performance exams will include scales and arpeggios, 3 test pieces of which one is to be played from memory, sight-reading and continuous assessment. Marks are out of 100 - 80% for performance and 20% for coursework (continuous assessment).
- Test pieces for Preliminary, Grades 1, 2, 3 4, 5 and 6 may be purchased from the school main office; for higher grades, test pieces need to be purchased through outside sources. Students will be advised accordingly in March.
- Preliminary to Grade Eight Music Knowledge and Understanding exams will include the syllabus covered during the year. Marks are out of 100 - 50% for the written examination, 30% for aural assessment and 20% for coursework

- Pass mark is 65. Results will be classified as follows - Distinction 85-100, Merit 75-84, Pass 65-74, Below Pass (upper) 45-64, Below Pass (lower) 0-44.
- Results will be hand written and posted

Duration of Practical Annual Examinations

Preliminary	30 minutes
Grade One	30 minutes
Grade Two	30 minutes
Grade Three	30 minutes
Grade Four	40 minutes
Grade Five	40 minutes
Grade Six	45 minutes
Grade Seven	45 minutes
Grade Eight	45 minutes
Diploma	see page 24

Duration of Music Knowledge and Understanding Annual Examinations

Preliminary	60 minutes
Grade One	90 minutes
Grade Two	90 minutes
Grade Three	120 minutes
Grade Four	160 minutes
Grade Five	160 minutes
Grade Six	160 minutes
Grade Seven	180 minutes
Grade Eight	180 minutes
Diploma	see page 24

Failures

- A failing mark from 45 - 64 allows the student to repeat the year
- Please note that students who obtain 44 marks and below will be requested to terminate the music course
- In both these cases, when the course is terminated, students will be allowed to take the course again after a lapse of three years

Results issued by the school are final and cannot be contested. However, students may ask to review their Music Knowledge and Understanding paper for educational purposes.

CERTIFICATION

A student is awarded a certificate stating that s/he has passed a grade with Distinction, Pass or Merit and MQF level attained. Certificates are issued during the next scholastic year.

ACCREDITATION

Courses are recognized and accredited by the Malta Qualifications Council as follows:

Performance	
Prep 1 and 2 + Preliminary	MQF Level 1
Grade One + Grade Two + Grade Three	MQF Level 2
Grade Four + Grade Five	MQF Level 3 (O Level)
Grade Six + Grade Seven + Grade Eight	MQF Level 4 (A Level)
Diploma Performance	MQF Level 5 (Diploma)

Music Knowledge and Understanding	
Preliminary	MQF Level 1
Grade One + Grade Two + Grade Three	MQF Level 2
Grade Four + Grade Five	MQF Level 3 (O Level)
Grade Six + Grade Seven + Grade Eight	MQF Level 4 (A Level)
Diploma Musicology	MQF Level 5 (Diploma)

DIPLOMA

The school offers two courses accredited at MQF Level 5. These are:

- Diploma Musicology
- Diploma Performance

Structure

The diploma courses are structured over two years with specialised and compulsory units as follows:

Diploma Musicology		
First Year	<u>Specialised Unit</u> : Harmony and Counterpoint or Research and Editing (including dissertation)	180 minutes weekly lesson
	<u>Compulsory Unit</u> : Musicianship or History and Analysis	120 minutes weekly lesson
Second Year	<u>Specialised Unit</u> : Research and Editing or Harmony and Counterpoint	180 minutes weekly lesson
	<u>Compulsory Unit</u> : Musicianship or History and Analysis	120 minutes weekly lesson

Diploma Performance		
First Year	<u>Specialised Unit</u> : Performance I	60 minutes weekly lesson
	<u>Specialised Unit</u> : Chamber music I	120 minutes weekly lesson
	<u>Compulsory Unit</u> : Musicianship or History and Analysis	120 minutes weekly lesson
Second Year	<u>Specialised Unit</u> : Performance II	60 minutes weekly lesson
	<u>Specialised Unit</u> : Chamber music II	120 minutes weekly lesson
	<u>Compulsory Unit</u> : Musicianship or History and Analysis	120 minutes weekly lesson

Assessments and Weightings

Assessment methods and percentage weightings for the global mark for each unit are as follows:

Diploma Musicology		
SPECIALISED UNITS	Methods of Assessment	Weighting for global mark
Research and Editing	Final 180 minute written exam and Dissertation/project of 5000 - 8000 words	Exam has 30% and the Dissertation/project has 10% of the final global mark
Harmony and Counterpoint	Final 180 minute written exam	Exam has 30% of the final global mark

COMPULSORY UNITS		
Musicianship	Final 120 minute written exam	10% of the final global mark
History and Analysis	Final 120 minute written exam	10% of the final global mark

Continuous Assessment		An average of the continuous assessment in all the four units will be taken. This will have the value of 10% of the global mark.
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Diploma Performance		
SPECIALISED UNITS	Methods of Assessment	Weighting for global mark
Performance	<u>Performance I Annual Exam:</u> Recital of 20 minutes including a memory piece (90%) Programme notes (10%) <u>Performance II Final Exam:</u> Recital of 25 minutes including a memory piece (90%) Programme notes (10%)	An average of the annual and final exams will be taken and this will have 40% of the final global mark
Chamber Music	<u>Chamber Music I Annual Exam:</u> Recital of 15 minutes <u>Chamber Music II Final Exam:</u> Recital of 15 minutes	An average of the annual and final exams will be taken and this will have 30% of the final global mark
COMPULSORY UNITS		
Musicianship	Final 120 minute written exam	10% of the final global mark
History and Analysis	Final 120 minute written exam	10% of the final global mark

Continuous Assessment		An average of the continuous assessment in all the four units will be taken. This will have the value of 10% of the global mark.
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The diploma will be issued with Distinction, Merit and Pass depending on the final global mark as follows: Distinction (85%-100%), Merit (75% – 84%), Pass (65% – 74%).

Entry Requirements

First Year Diploma in Performance: applicants should be in possession of MQF Level 4 certificates as follows: Grade 8 (minimum Merit) in Music Performance and Grade 6 in Music Theory or Music Knowledge and Understanding (as from 2016) issued by the Johann Strauss School of Music, Malta or Visual and Performing Arts School, Gozo.

First Year Diploma in Musicology: applicants should be in possession of MQF Level 4 certificates as follows: Grade 8 (minimum Merit) in Music Theory or Music Knowledge and Understanding (as from 2016) and Grade 6 in Music Performance issued by the Johann Strauss School of Music, Malta or Visual and Performing Arts School, Gozo.

An audition / assessment / interview will have to be taken on at the beginning of the first year by all participants with either an equivalent recognized certificate through NCFHE or by participants who claim to have reached the required level but lack a certificate. This will consist of a piece of the student's choice, a set test piece given by the school and sight reading.

Second Year participants should be in possession of a pass mark in both the specialised and compulsory units of the first year of the Diploma course.

PERFORMANCE EXAMINATIONS

Examinations will be held at the end of each scholastic year in June. Examinations may or may not be public recitals. Examinations may take place on the school premises or in

alternative adequate venues. The adjudicating panel will be made up of two examiners and the teacher. Examiners may be internal or external.

Transcript

A transcript will be issued with the diploma certificate. This will include the units followed, marks obtained in each unit, names of pieces performed in the annual recitals of performance and chamber music, name of the dissertation in musicology and the ECTSs involved in each unit. Partial and copies of full transcripts may be provided upon request and against a payment of €25

Extensions and Exemptions

At the discretion of the Board of Studies the student may be given permission to spread the course over three years.

Requests for any type of exemption will be considered by the Board of Studies. The decision taken will be final.

If the student needs to interrupt the course for medical or other reasons considered valid by the Board of Studies, the student will be allowed to resume the course only if a period not longer than 2 years has elapsed.

Failures

Failures in each unit will be classified in two groups, Upper failure (45%-64%) and Lower Failure (0%-44%). Students obtaining marks in the Lower Failure bracket will not be allowed to take the resit and the course will be terminated. Students obtaining marks in the Upper Failure bracket can re-sit the exam. Failures in two Specialized Modules within the same year will result in immediate termination of the course.

If a student fails in any one module or in two modules (specifically one Specialized Module and the Compulsory Module) he is allowed only one chance to re-sit those units prior to the next scholastic year. Upon a failure of any of the resits the student's course will be terminated.

Appeals

No appeals are accepted. All results issued are final. However requests for the viewing of examination papers for educational purposes may be submitted to the Board of Studies. If

the request is accepted by the Board of Studies the paper can be viewed against a fee of €25.

Chamber Music

The School will assign chamber groups however if the student has any preferences s/he can submit his proposal to the Board of Studies.

Accompaniment

Where necessary, piano accompaniment is offered by the school during the Performance lessons. If the student cannot attend lessons when the accompanist is available s/he should provide his/her own accompanist. Students who wish to provide their own accompanist can do so upon approval of the teacher. In both these cases the student is obliged to provide his/her own accompanist as required during the year and for the annual examination.

Programmes and Dissertations

Programmes for recitals and titles for dissertations have to be submitted for approval to the Board of Studies by 15th December. Requests will be processed by the end of 31st January. Recital programmes must have a varied repertoire. Maltese repertoire is highly encouraged. Decisions taken by the Board of Studies are final.

