

Application Procedures for Grade Examinations

Failure to adhere to rules and guidelines, set by an tUdarás Scrúdaithe, will result in sanctions for non-compliance.

1. Completed applications for all grade examinations (including 1-6) must be submitted at least **eight weeks** prior to the date of the examinations.
2. Applications for grade examinations must be submitted to An tUdarás Scrúdaithe via grades@clrg.ie by a registered TCRG, ADCRG or regional authority.
3. On receipt of application a **confirmation number** will be issued. This number **must** be quoted to the office of An Coimisiún when requesting the required paperwork for the examinations.
4. Required materials must be requested from the office no later than **three weeks** before the date of the examinations.
5. Grade examination organizer(s) is/are responsible for the completion of all paperwork prior to the examinations.
6. It is the organizer's responsibility to ensure that appropriate music is supplied for the examinations.
7. Grade examiners invited to conduct grade examinations must ensure that an application has been submitted and approved by An tUdarás Scrúdaithe **before** conducting the examinations.
8. Results record sheets and expense accounts sheets should be signed and returned by the grade examiner to An tUdarás Scrúdaithe via grades@clrg.ie. This is the responsibility of the grade examiner, or person representing the regional authority where an open grade examination is conducted. Three copies should be made. One to be returned to An tUdarás Scrúdaithe, one to be given to the teacher/organizer and one to be retained by the grade examiners.
9. Results and expense accounts sheets should be returned to An tUdarás Scrúdaithe, via grades@clrg.ie by the grade examiner, and the **results only** to the teacher/organizer within **three weeks** of the examinations.
10. Dancer's date of birth must be included on grade exam result sheet.

Rules and Regulations for Grade Examinations

All examiners must be aware of and adhere to the procedures, rules, etc. to ensure that examinations are conducted in the same manner worldwide.

1. Candidates must be associated with a currently registered CLRG teacher.
2. All 12 grade examinations must be completed for a candidate to be eligible to apply to take the T.C.R.G. examination.
3. Grade examiners of choice may be used for Grades 1-6, with a minimum of 2 different examiners to be used through these grades.
4. The same grade examiner may not examine in the same class for a period of **3 years**. This also applies where a regional authority or group of teachers/classes hold the examinations. As an example, for applications for 2021, grade examiners may not have examined in the class for the years 2020, 2019 or 2018.
5. Rotation lists are in operation by An tUdarás Scrúdaithe for Grades 7-10. They are grouped as follows:

Examiner Rotation List:	Examination Locations:
Ireland	Ireland
Great Britain	England, Scotland, Wales
Europe (IRL, GB, EU)	Europe, Asia, South Africa
North America	USA, Canada, Mexico, South America
Australia/New Zealand	Australia and New Zealand

6. Five names are given to the organizer from the rotation list. Notification of the chosen grade examiner must be returned to grades@clrg.ie as soon as possible to ensure continuity of the rota. Grade examiners must respond to a request within two - three days of the invitation.
7. Grade exams must be examined by at least 4 different examiners for grades 1- 10.
8. Grades 11 and 12:
 - a. Grades 11 and 12 **must** be conducted by S.D.C.R.G. examiners.
 - b. As grades 11 and 12 are both uniquely tied to the T.C.R.G. examination, and graded by an S.D.C.R.G. examiner, briefing and questions/answers will be included to help the candidate understand the requirements and preparation necessary for all parts of the T.C.R.G. examination.

- c. Special application forms must be submitted for these exams.
 - d. Candidates must be at least 16 years or older to take grade 11.
 - e. Candidates must be at least 17 years or older to take grade 12.
 - f. A different S.D.C.R.G. examiner must examine each of grades 11 and 12.
 - g. These examiners must be different from the examiners who assessed any grade between grades 7-10.
 - h. An tUdarás Scrúdaithe, where necessary, may appoint an S.D.C.R.G. examiner who has examined at any of the candidate's previous examinations.
 - i. The results of grades 11 and 12 are not given to the candidates until they have been ratified by An tUdarás Scrúdaithe.
 - j. The candidates will receive diplomas signed by both the examiner and chairperson of An tUdarás Scrúdaithe for grades 11 and 12. The chairperson of An Coimisiún will also sign the grade 12 diploma.
9. Each grade must be passed before a candidate may attempt the next grade.
10. Candidates must produce previous grade exam reports before proceeding to take the next grade. Reports must be presented at the examinations.
11. Grade examiners must ensure that all grades have been taken before examining the next grade. Please ensure that all previous grades are in order, as any exam taken in the future without confirmation of previous grades may not stand.
12. A candidate must take all grades in order, beginning with Grade 1 - the Preliminary grade is optional.
13. Scrúdú Béil, or oral Irish exam, is required for grades 1-4 in Ireland.
14. A candidate may only attempt **three** consecutive grades at any one exam.
15. A three-month period must elapse before the next grade is attempted.
16. A candidate would be permitted to retake any grade for a better score upon submission of a specific written request to the Udarás Scrúdaithe, with the understanding that the second result would replace the earlier one and that the dancer would be required to pay the usual fee for the grade being retaken.
17. A candidate undergoing a six-month restyling period may take a grade examination.

18. A certificate is awarded for each grade. Grade examinations are unlike competitions in that each candidate performs the dances individually and receives a detailed written assessment.
19. A grade should be given for each solo dance performed and averaged to achieve the overall grade. Céilí dances should not be included in the average grade. Comments should be noted on the theoretical knowledge.
20. Candidates must be able to adequately demonstrate practical and theoretical knowledge of all céilí dances as per *Ár Rincí Céilí* as specified in the syllabus for Grades 5 -12. *The candidates must not be asked to teach these dances.*
21. Dance costumes should not be worn.
22. Only basic steps may be danced in the preliminary grade and grades 1, 2 and 3.
23. St. Patrick's Day, Blackbird, Garden of Daisies, Job of Journeywork, King of the Fairies, Three Sea Captains, and Jockey to the Fair must be performed in a traditional style and manner.
24. 40 bars of music must be danced for all Reels, Single or Hop Jigs, Light Jigs, Slip Jigs, Heavy Jigs and Hornpipes.
25. Music speeds on the syllabus as per CLRG rules.
26. All modern set dances in grades 9-12 **must not** be repeated in any of these grades.
27. An Comhdháil Grades are accepted by An Coimisiún. Proof of having taken these examinations (certificates and marking sheets) must be submitted beforehand to An tÚdarás Scrúdaithe, and produced at the examination.

Recommendations for Running a Grade Exam:

1. 8-10 grades (not candidates) per hour. 80- 100 grades per day.
2. Groups may go into the examination room together. Dancers must be examined individually.

Fees and Expenses:

1. Grade Examiner's Fees:

EUR €300 per day

AUD \$450 per day

USA \$350 per day

CAN \$350 per day

UK £250 per day

2. Where grade examinations are held in conjunction with feiseanna and the grade examiner is also adjudicating the feis, the expenses are split e.g. accommodation/meals. Flight and travel costs are to be covered by the feis.
3. Where grade examinations are held separately but coinciding with a feis or a major competition, and the examiner is conducting grade exams only and not in attendance in any other official capacity, the examiner's fees and expenses must be paid in full by the organizer. If the examiner is there in any other capacity, the expenses must be split between both parties.
4. After all income and expenses have been calculated for the grade exam, 60% of the net profit is retained by the organizers of the exam, and 40% is paid to An Coimisiún, on the official payment document, by the grade examiner. This payment document will be included with the paperwork.