

## Application Procedures & Rules for Grade Examinations:

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

- Completed Applications for all Grade Examinations (including 1-6) must be submitted at least **eight weeks** prior to the date of the examinations.
- Applications for Grade Examinations must be submitted to An tUdarás Scrúdaithe via grades@clrg.ie by a registered TCRG, ADCRG or Regional Authority.
- Candidates must be associated with a currently registered CLRG teacher.
- On receipt of application a **Confirmation No.** will be issued. This number must be quoted to the office of An Coimisiún when requesting the required paperwork for the examinations.
- Required materials must be requested from the office **no later than three weeks** before the date of the examinations.
- Grade examination organizer(s) is responsible for the completion of all paperwork prior to the examinations.
- It is the organizer's responsibility to ensure that appropriate music is supplied for the examinations.

### **NOTE:**

- (a) Examiners invited to conduct Grade Examinations must ensure that an application has been submitted and approved by An tUdarás Scrúdaithe **before** conducting the examinations.
- (b) **Result Record Sheets, and Expense Accounts Sheets should be signed and returned by the 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 examiner.
- (c) Results and Expense Accounts Sheet should be returned to An tUdarás Scrúdaithe, the results to the teacher/ organizer within **3 weeks** of the examinations.

## Rules/Regulations for Grade Examinations

**Effective from January 1<sup>st</sup> 2018:** All 12 Grade Examinations must be completed for a candidate to be eligible to apply to take the TCRG examination.

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. Examiners of choice may be used for Grades 1-6, a minimum of 2 different examiners to be used through these grades.
2. 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 classes hold the examinations.
3. Rotation lists are in operation by An tUdarás Scrúdaithe for Grades 7-10. (IRL) (U.K.) (IRL+UK =EU) (North America) (AUS)  
Five names are given to the organizer from the rotation list. Notification of the chosen examiner must be returned to grades @clrg.ie as soon as possible to ensure continuity of the rota.  
Examiners must respond to a request within two- three days of invitation.
4. Grade exams must be examined by at least 4 examiners up to and including grade 10.
5. Grades 11 and 12 are conducted by SDCRG examiners.
6. Special application forms must be submitted for these exams.  
Candidates must be at least 16 years or older to take Grade 11.  
Candidates must be at least 17 years or older to take Grade 12.  
All 12 grades must be completed to be eligible to apply for the TCRG examination.
7. A different SDCRG examiner must examine each of Grades 11 and 12.  
These examiners must be different from the examiners who assessed any grade between Grades 7-10.  
An tUdarás Scrúdaithe, where necessary, may appoint an SDCRG examiner who has examined at any of the candidate's previous examinations.
8. The results of Grades 11 & 12 are not given to the candidates until they have been ratified by An tUdarás Scrúdaithe.
9. The candidates will receive Diplomas signed by both the examiner and Chairperson of An tUdarás Scrúdaithe for Grades 11 & 12. The Chairperson of An Coimisiún will also sign the Grade 12 Diploma.
10. Each Grade must be passed before a candidate may attempt the next grade.

11. All candidates must produce previous reports before proceeding to higher grades. Reports must be presented at the examinations.
12. **Grade examiners must ensure that all grades have been taken before examining the next grade.** Please ensure that all grades are in order, as at a later stage the exams taken may not stand.
13. A candidate must take all grades in order, beginning with Grade 1 - the Preliminary grade is optional.
14. A candidate may only attempt a maximum of 3 consecutive Grades at any one sitting.
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 taken.
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 awarded for each solo dance performed and averaged to achieve the overall grade. Ceilí 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 ceili dances as per “Ár Rincí Céilí ” as specified in the syllabus for Grades 5 -12 inclusive. **The candidates must not be asked to teach these dances.**
21. 40 bars of music must be danced for all Reels, Single or Hop Jigs, Light Jigs, Slip Jigs, Heavy Jigs and Hornpipes.
22. Dance costumes should not be worn.
23. Only Basic Steps may be danced in the Preliminary grade and Grades 1, 2 & 3.
24. 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.

25. The same set dance **must not** be performed in more than **one** of the grades from 9 to 12 inclusive.

***26. An Comhdháil Grades are accepted by An Coimisiún, proof of having taken examinations e.g. certificates and marking sheets must be submitted beforehand to An tÚdarás Scrúdaithe, and produced at the examination.***

**Recommendation:** 8-10 Grades per hour. 80- 100 per day.

- Groups may go into the examination room together. **Dancers must be examined individually.**
- Grade Examiner's Fee:
- Europe €300 per day.
- AUD\$ 450.
- USA\$ 350.
- CAN\$ 350.
- UK. Stg. £250
  
- 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/travel costs are covered by the feis.
- Where Grade Examinations are held separately but coinciding with a competition/feis or a Major competition and the examiner is **examining only** and not there in any other official capacity, the examiner's 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.
- After all expenses incurred in organizing the Grade Examinations have been taken out of the income, the organizers retain 60% of the profit remaining. 40% must be returned to An Coimisiún, on official payment document, by the Grade Examiner. This payment document will be included with the paperwork.
- **Note : Dancer's Date of Birth must be included on Grade Exam Result Sheet**

