

2005

An Coimisiún le Rincí Gaelacha
Scrúdú Teastas Mholtóra (A.D.C.R.G.)
A.D.C.R.G. (Adjudicators') Examination

Clár Scrúdaithe

Syllabus of Examination

Le feidhm ó 1 Marta 2005

Effective from 1st Marta 2005

1. QUALIFICATIONS FOR ENTRY

The examination is open to persons who are 30 years of age or over at the date of examination

and are acceptable to An Coimisiún as candidates. They must have already passed the T.C.R.G. Examination. **They must be currently registered as T.C.R.G. with An Coimisiún for the last two years.** (This will be implemented from January 2007) Applications received after the set quota of candidates for an examination has been reached must unfortunately be refused. Early application is therefore necessary in the case of all examinations.

2. DATES OF EXAMINATION

Examinations usually take place in Ireland in May and in November or December. Examinations are held at venues in Britain, USA, Canada, Australia and New Zealand when requested and provided the projected number of candidates, in the opinion of the Udarás Scrúdaithe (Examination Authority), justifies examinations being held. The dates and venues are then publicised by the Examination Authority.

3. APPLICATIONS AND FEES

Applications and fees must be sent to the Coimisiún Office or, in the case of examinations overseas, to a person nominated by the Examination Authority. The application form must be fully completed and signed by the applicant after he or she has carefully read this syllabus and enclosures in full. Fees, including deposits and balances, must be paid only by cheque, money order or bank draft payable to "An Coimisiún le Rincí Gaelacha". Payments may be in Irish currency (Euro currency from 1st January 2002) or in sterling or in US, Canadian, Australian or New Zealand dollars. The candidate's name and address must be written on the back of the cheque etc. in all cases. Applications should normally be lodged six months prior to an examination date but where there is likely to be pressure of numbers even earlier application is strongly advised. (*See separate circular for details of examination dates, and venues, rates of candidates' fees and where applications and fees should be sent.*)

While it is desirable that applicants pay the full fees at time of application they may, if they so wish, pay 50% of the fee with their applications and the remainder at least three months prior to the date of the examination or by such other date as the Examination Authority may decide.

4. WITHDRAWALS AND FORFEITURE OF FEES

- (1) Where a candidate, accepted for examination, withdraws his or her application three months or more prior to the examination date 50% of the examination fee will be forfeited.
- (2) Candidates who withdraw applications between three months and the date of the examination, or who fail to attend, will forfeit the full fee except in very exceptional circumstances.
- (3) Failure to attend, or late withdrawal, may result in candidates being disqualified from taking or retaking the examination for a period decided by the Examination Authority.
- (4) The periods referred to in sub-paragraphs (1) and (2) of this paragraph, will be determined by the date on which notice of withdrawal is received by the Examination Authority or the stipulated examination Coimisiún coordinator.

5. SECTIONS OF EXAMINATION

- (1) The examination consists of six sections as follows:-
 - (a) practical test in stepdancing
 - (b) written ceili dancing test
 - (c) written music test
 - (d) practical test in adjudicating of stepdancing and céilí dancing, including interview
 - (e) written test on adding and transcribing marks, determining places from marks and operating the official points system
 - (f) oral Irish language test (optional if candidate lives outside Ireland).
- (2) All required sections must be attempted at the same examination (subject to the exception relating to the Irish language test in the case of persons living outside Ireland).
- (3) The requirements of each section are set out in detail in paragraphs 10-15 below.

6. REPEAT EXAMINATIONS

- (1) A candidate who fails to achieve a minimum of 50% in any section (excluding the oral Irish test) will be required to retake all sections of the examination at the next attempt.
- (2) Where candidates fail in any section of the examination at their first attempt they may attempt the examination again on two further occasions, retaking only those sections in which they have been unsuccessful provided that sub-paragraph 6(1) above does not apply to them.
- (3) A candidate who fails the examination on three occasions will be required to retake the full examination (except the oral Irish test if already passed) on any subsequent occasion.
- (4) The full examination must be completed within a period of five years, i.e., a candidate who has not completed the examination within five years of his or her first attempt must repeat the full examination after the lapse of five years but subject to (4) above. Because of the infrequency of examinations in Australia and New Zealand the provisions of this sub-paragraph may be varied at the discretion of An Coimisiún.
- (5) 6 Months must elapse before a candidate can re-sit any section of the exam, this will allow ample time to prepare properly.

7. REGULATIONS

- (1) In the written céilí dancing test and in the music test
 - (a) Candidates are not permitted to use or have on their desks or tables any papers, books or notebooks other than the answer papers (which may also be used for rough work) and the céilí question paper handed out by the examiners in charge. Neither may a candidate use electronic aids in lieu of written notes etc. The making of carbon copies of answer papers is not allowed.
 - (b) During these sections any conversation or other contact between candidates is strictly forbidden.
 - (c) Any rough work, diagrams, cancelled answers etc. made during these sections cannot be retained by the candidates but instead must be either handed up to an examiner (but will not of course be taken into account in the marking of candidates' papers) or torn up in the presence of an examiner and placed in a receptacle provided for the purpose.
 - (d) Candidates are not permitted to leave the examination room and return unless with the permission of, and accompanied by, a supervising official.

- (2) The examination supervisors may at their sole discretion immediately disqualify from an examination any candidate adjudged guilty by them of any breach of the foregoing regulations in sub-paragraph (1) above.
- (3) Candidates take the examination at their own risk. Where a person suffers from a physical illness or disability, or is pregnant, allowance cannot be made for such illness, disability or condition in sections of the examination which require physical effort and where in some circumstances a candidate might be placed at risk.
Where a candidate suffers from an illness or handicap or is pregnant and still wishes to proceed with the examination he or she must indicate accordingly in the appropriate section of the application form. A medical certificate acceptable to the Examination Authority must be furnished indicating the nature of the illness, handicap or condition and certifying whether the applicant's medical adviser is satisfied that the applicant is capable of taking the practical sections of the examination as described by the applicant to the certifier without risk to himself or herself (see application form). *Such information will be treated with total confidentiality.* The final decision as to whether a candidate is allowed to participate in an examination lies with the examiners.
Failure to disclose an illness, incapacity or pregnancy may, if it later comes to light, result in the candidate concerned being permanently disqualified from taking any Coimisiún examination in the future.
- (4) Applications must be accompanied by the applicant's birth certificate and a recent passport photograph of the applicant signed on the back.

8. RESULTS

- (1) When the examination results are being issued, or shortly thereafter, a candidate who has been unsuccessful will receive a brief letter setting out the main reasons he or she has failed to pass a section or sections of the examination. Other than the official result sheet showing the marks achieved in each section this letter is the only communication a candidate will receive, directly or indirectly, in relation to the results of the examination. An Coimisiún, the Examination Authority or individual examiners will not enter into any further correspondence or discussion with a candidate or with anyone else acting on the candidate's behalf regarding an examination result.
- (2) The decision of the examiners concerning any candidate's result, when confirmed by the Examination Authority, is final.

9. AMENDMENTS TO EXAMINATION DOCUMENTATION

Examination fees change from time to time as do also the fees to repeat separate sections of the examination. These, together with other information relating to examination dates and venues, amendments to this syllabus and other relevant data, are published in a separate circular from time to time. Intending applicants must therefore ensure that both the examination syllabus they have and the additional circular are the up-to-date versions of those documents.

EXAMINATION SECTIONS IN DETAIL

10. Rince Aonair: Stepdancing - Practical Test

Candidates must be capable of performing any or all of the following dances to the satisfaction of the examiners:-

- (1) *Reel, double Jig, Slip (Hop) Jig, Single Jig, Hornpipe*
- (2) The following old set dances in the traditional manner and speed:-
Garden of Daisies, Job of Journeywork, St. Patrick's Day, The Blackbird
- (3) Six other set dances nominated in advance by the candidates. Three of these dances must be in jig-time, three in hornpipe time.

A candidate must have different steps for each set-dance: i.e., he or she must have different settings for all nine set-dances. Neither may a candidate repeat steps from an ordinary solo dance, e.g., double jig or hornpipe, in a set-dance.

Qualifying Mark: 70%:

11 Rince Céilí: Céilí Dancing - Written Test

Candidates are required to have a detailed knowledge of all dances in the handbook "Ar Rincí Foirne" (blue cover edition (2003)).

The question paper will consist of 16 questions (12 x 5 marks; 4 x 10 marks). The paper will be set in English and also in Irish if a candidate so requests at time of application, the paper may be answered in English or in Irish or in a combination of both languages.

The questions will cover all or most of the 30 dances in the handbook. It is possible for candidates to obtain partial marks for answers to questions where the answers are not fully correct. The time allowed for answering the paper is two hours.

As the test is a searching one candidates are advised to practise answering question papers. Sample question papers are available from the Coimisiún Office on request.

Qualifying mark: 80%

CANDIDATES WHO WISH TO TAKE THE WRITTEN TESTS IN THE IRISH LANGUAGE MUST NOTIFY THE OFFICE OF AN COIMISIÚN WHEN APPLYING TO TAKE THE EXAM.

12. Triall Ceoil: Music Test

- (1) Nineteen set-dance tunes are played and candidates are required to identify the tune by name and state its timing, and give the number of bars in the step and the number in the set.

The marks for each tune will be allocated as follows:-

Name of tune - 2 marks

Timing - 1 mark

Bars in step & Set - 2 marks (only if both are correct)

Where a candidate fails to identify the tune no marks can be earned by identifying the timing or the number of bars in the step and set.

- (2) Five tunes – *Reel, Slip (Hop) Jig, Single Jig, Double Jig and Hornpipe* – are played and candidates are required to identify each dance. There is one mark for each correct answer.
- (3) Answer sheets must be handed up *immediately* the test concludes.

Apart from memorising the names of tunes candidates are advised to learn to count the bars in steps and sets.

Qualifying Mark: 80%

13. Triall Moltóireachta - Adjudication Test

- (1) In this test candidates are required to demonstrate their ability to judge competitions in both stepdancing and céilí dancing. A special mini-feis is held at which dancers actually compete for prizes as happens at an ordinary feis. The competitions are judged and prizes awarded by a qualified adjudicator. The mini-feis programme consists of eight competitions in various age groups and grades.
- (2) The examination candidates judge the competitions, take notes of competitors strong points and also their weak points, faults etc. They award marks and place the competitors in order of merit. Excessive erasures and alterations should be avoided. It should be clear from the notes why one competitor is placed higher or lower than another.

Abbreviations used in notes should be understandable to the examiners. The candidates then list their prize-winners, taking special care not to make mistakes at this stage.

Candidates are not aware of the results of the official adjudicator - these are announced only after the candidates' mark sheets are collected and the candidates themselves have left the hall.

The examiners also judge the competitions, marking dancers and noting their faults to enable them to assess candidates' markings, results and comments.

At the end of each competition at the mini-feis a limited, but reasonable, amount of time is to be allowed for candidates to finalise their results. The mark-sheets and results are then taken up before the next competition.

- (3) Following the mini-feis each candidate is interviewed privately for about 35 - 45 minutes by the panel of examiners. About thirty minutes before the interview his or her mark-sheets are returned to a candidate (who will be under supervision at the time) to allow him or her refresh his or her memory on the competitions, comments, etc. Candidates must not at this stage interfere with or make any alterations to their mark-sheets. A person found guilty of any misconduct in this respect will be automatically disqualified and may also be disqualified from retaking the examination at a future date. Another purpose of this procedure is to place candidates on an equal footing with regard to preparation for the interview irrespective of the time-lapse between the end of the mini-feis and the candidate's interview.

At the interview by the panel the candidate answers questions from the examiners on his or her results, marks, comments and, if requested, gives the reasons for particular placings. Basically the candidate is required to justify his or her results to the panel. A candidate who is not clear on what a panel member is asking is fully entitled to request clarification.

- (4) Candidates are advised to attend as many feiseanna as possible to gain experience of adjudicating.
They are most welcome to attend exam mini-feiseanna in order to be familiar with mini-feis arrangements, set-up, etc.
- (5) In the mini-feis and interview maximum marks are allotted as follows:-

Results	30
Markings	25
Written Adjudication	20
Written adjudication & interview	<u>25</u>

100

Qualifying Mark: 75%

14 Triall i Suimiú marcanna agus fail torthaí

Test in adding of marks and obtaining results

This section tests candidates' ability to add marks, place competitors in order on the basis of marks and to use the official Points System to determine overall results. Candidates may

use calculators (which they must provide themselves) in these tests and may refer to a schedule of points (provided by the examiners in charge). The total time allowed for the test is 45 minutes. The test consists of four modules as follows:-

1. A list of 25 competitors with marks in columns 1 & 2 is provided, and candidates must add the marks in columns 1 & 2 for each competitor and enter totals in column 3.
2. The marks provided in column 4 must then be added to the totals in column 3 and entered in column 5 for each competitor. Calculators may be used in both of these calculations.
3. The total marks in column 5 are then used to place the 25 competitors in order of merit and entered in column 6.
4. Using the placings in column 6, the Official Points System is used to determine the overall result.
5. Sample Maths papers, together with a copy of the Official Points System and a guide to points allocation is available on request from Oifig An Coimisiún.

Qualifying Mark: 80%

15 Scrúdú Gaeilge - Irish Language Test

- (1) Tá an triall seo éigeantach do iarrthóirí go bhfuil cónaí in Eirinn nó go bhfuil sé i gceist acu teagasc in Eirinn.

This test is compulsory for candidates living in or intending to teach in Ireland

- (2) Sa triall seo beidh
- (a) Ceistiú ar théarmaí agus abairtí a bhaineann le rince, ainmneacha rincí sam áireamh, mar atá ar fail in "Ar Rincí Foirne" agus i Liosta Oifigiúil na Rincí Leighleacha.
 - (b) Comhrá simplí ar saol an iarrthóra féin agus ar gnáthchúrsaí an lae.

(c) Léamh agus tuiscint Gaeilge simplí leis an béim ar cúrsaí rince.

In this test candidates will

(a) be required to show a knowledge of the terms and phrases connected with dancing, including names of dances (as found in "Ar Rincí Foirne" and in the Official List of set-dances).

(b) have to show they are capable of simple conversation about themselves and everyday affairs.

(c) take a simple test in reading and understanding written Irish (with the emphasis on dancing matters).

(3) Cuirfear san áireamh tuiscint, líofacht agus stór focal. Sa áireamh chomh maith beidh oideachas, aois agus cúlra an iarrthóra.

The understanding, fluency and vocabulary of a candidate will be taken into account. Also considered will be the candidate's education, age and background.

Note: Persons exempted from taking the Irish test because they reside abroad will, if they later move to Ireland, be required to take the test within two years of taking up residence in that country.

Qualifying Mark: 60%

2005

An Coimisiún le Rincí Gaelacha

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A.D.C.R.G. EXAMINATION - APPLICATION FORM

PART A: DETAILS OF APPLICANT

N.B. Except for the signatures this application must be completed in clear BLOCK CAPITALS

Choice of venue and time of examination

Venue?	When?
--------	-------

Applicant's Surname	Forenames

Full Postal Address (including zip code, if any). Any change must be notified at once

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	Zip Code
--	----------

Name (forename and surname) by which you wish to be known for dancing purposes

--

**Tel. No.
Address**

Fax No.

E-mail

--	--	--

Date of Birth

Mobile (Cell) Phone No.

Day	Month	Year

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Have you previously attempted this examination? (Yes/No) If repeating, please state the

location(s) and Approximate date(s) of all earlier attempts(s).

.....
.....
.....

If repeating, please tick below the sections being retaken:

Own Dancing Test	<input type="checkbox"/>	Music Test	<input type="checkbox"/>	Adjudication	<input type="checkbox"/>
Written Paper	<input type="checkbox"/>	Maths Test	<input type="checkbox"/>	Gaeilge (Irish)	<input type="checkbox"/>

Where and when did you pass the T.C.R.G examination? When did you first register as a TCRG?

List your SIX set-dances (which are additional to the four traditionals listed in the syllabus).
Three must be in jig-time, Three in hornpipe time.

Jig Sets	Hornpipe Sets
1.	1.
2.	2.
3.	3.

Please ensure that you also complete Pages 2 and 3 of this application

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PART B: Application and Undertaking by Candidate

(To be signed by the candidate)

1. I hereby apply for acceptance by An Coimisiún le Rincí Gaelacha as a candidate for the A.D.C.R.G. (Dance Adjudicator's Diploma) Examination.
2. I have carefully read and understand the examination syllabus and regulations and I agree to be bound by them in full. All information given by me is fully correct.
3. In the event of my being successful in the examination I undertake to comply in full with the Rules of An Coimisiún le Rincí Gaelacha (The Irish Dancing Commission) and with any directions or instructions that that body may issue from time to time.
4. I enclose a copy of my birth certificate and a recent photo of myself which I have signed on the back.
5. I also enclose a payment of In Currency (indicate whether in Euros, Sterling or in USA. Canadian, Australian or New Zealand dollars).

If any further payment is due I will forward it whenever I am requested to do so.
6. I understand that I am taking the examination at my own risk.
7. I understand that if I suffer from any illness or disability or a condition such as pregnancy I must complete paragraph 8 below and that if I fail to do so and this omission later comes to light I may be debarred from future Coimisiún examinations.

8. I hereby state that I suffer from or have the condition

.....

But I am advised by my doctor that I am capable of taking the examination without adverse effects to myself. I have fully explained to my doctor what the examination entails and have had the doctor complete the certificate at Part C of this application. *(A doctor who is not satisfied with the wording of the certificate may provide a letter worded as he or she wishes).*

(if paragraphs 7 & 8 do not apply to you write "N/A" here:
.....)

9. I did/did not (*delete as applicable*) receive assistance in preparing for the examination from any examiner. *(This is to ensure that the examiner is not on applicant's examination)*

If my answer is "I did" the name of that examiner is
.....

10. I have given a summary of my dancing career at **Part E** of this application.

Signed:

Date:

3 Part C: Medical Certificate To be completed by a medical doctor

The applicant, (name) suffers from/has the condition

.....
.....

He/she has explained to me in detail what the examination for which he/she wishes to be a candidate entails physically and otherwise and I am satisfied that the illness/handicap/condition mentioned above does not prevent the applicant from taking the examination and by so taking it does not put himself or herself at any risk.

Signature of Doctor: Date:
.....

Address:
.....
.....
.....

The doctor, if he or she wishes, may give this certificate in the form of a written letter

Part D: For Official Use Only
Check List

Date Received: Photo:

Fee Enclosed: Amount Currency Medical Cert:
.....

Receipt: Number Date Birth Cert:
.....

Career Summary:

Checked by:

Part F: Summary of Applicants Dancing Career

(Length of time at dancing, teaching experience (if any), etc. The summary should not normally exceed 250 words.)