

# General Information

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- **Application Forms and Procedure**

The British Columbia Conservatory of Music Examination system is open to all teachers students worldwide. Application forms are available from the BCCM office or by visiting the website, [www.BCCMExaminations.ca](http://www.BCCMExaminations.ca).

Applications for examinations may be *faxed*, *mailed* or submitted *online*. Any application that is postmarked on or before the closing date will be accepted. Candidates who fax applications must mail or courier the original application plus full payment of the exam fee. The **original** application must be received by BCCM Examinations within seven (7) calendar days of the **faxed** application.

- Complete a separate application form for each theory examination.
- Payment is accepted by Cheque, Visa or Mastercard. Do not mail cash.
- Application *closing dates* for theory examinations are generally:

mid-April, for June examinations (spring session)  
mid-July, for mid-August examinations (summer session)  
mid-November, for January examinations (winter session)

- Written inquiries and application forms should be addressed to:

**BCCM Examinations**  
4549 E Hastings St.  
Burnaby, B.C.  
Canada V5C 2K3

- **Examination Schedule**

Examinations are held three times throughout the year. The exact dates of examinations are indicated on current application forms or on the BCCM Examinations webpage.

- **Practical Examinations**

Spring: last two weeks of June  
Summer: mid-August  
Winter: last two weeks of January

- **Theory Examinations**

Spring: first Saturday of June  
Summer: mid-August  
Winter: second Saturday of January

## Confirmation Timetable

Upon completion of the application process a *confirmation timetable*, indicating the time, date and location of the examination will be sent to the candidate.

- Check all information and the event of an error, contact BCCM Examinations.
- Bring the *confirmation timetable* to your examination. The candidate must present it to the examination supervisor.

## Secondary School Music Credit

Achievement in BCCM Examinations has been recognized by the BC Ministry of Education for credit towards secondary school graduation. Upon presentation of a BCCM transcript, students will receive High School credit for theory (and piano) examinations.

**Fine Arts 10, Fine Arts 11 and Fine Arts 12 are each, 4 credit courses.**

BCCM Examinations is accredited as follows:

<b>BCCM Piano and Theory</b>	<b>High School Grade</b>	<b>Credits</b>
BCCM Grade 6 Piano and <b>Grade1- Intermediate Rudiments</b>	Fine Arts 10	4
BCCM Grade 7 Piano and <b>Grade2 -Advanced Rudiments</b>	Fine Arts 11	4
BCCM Grade 8 Piano and <b>Grade 2 - Advanced Rudiments</b>	Fine Arts 12	4

A link to the B.C. Ministry of Education can be found on the BCCM homepage,  
[www.BCCMusic.ca](http://www.BCCMusic.ca) .

## Accreditation

British Columbia Conservatory of Music is accredited by the B.C. Ministry of Education of the Province of British Columbia and certified as a post-secondary institution by the Federal Government of Canada. Accreditation by the B.C. Ministry of Education provides all students taking BCCM examinations the opportunity to claim credit towards secondary school graduation.

## College of Examiners

The College of Examiners is a group of professional teachers and performers who have been highly trained in the principles of piano teaching and interpretation. They have all completed diploma and/or degree studies in a world recognized piano program in performance and/or teaching. Further, all have completed intensive training in examining and evaluating for all grades to diploma level. Examiners in the field of theory specialize in the following subject areas: rudiments, history, harmony, counterpoint, analysis and pedagogy.

## Theory courses with and corresponding practical examinations

Preliminary – Basic Rudiments

Grade 1 - Intermediate Rudiments

Grade 2 - Advanced Rudiments

Grade 3 – Basic Harmony, History

Grade 4 – Intermediate Harmony, History and Counterpoint

Grade 5 – Advanced Harmony, Counterpoint, Analysis and History

A separate certificate will be issued for completion of **each** examination completed for *Piano* or *Theory*.

Practical Examination	Theory Examination
Preliminary Piano	
Grade 1 Piano	
Grade 2 Piano	
Grade 3 Piano	
Grade 4 Piano	
Grade 5 Piano	Preliminary – Basic Rudiments
Grade 6 Piano	Grade 1 - Intermediate Rudiments
Grade 7 Piano	Grade 2 - Advanced Rudiments
Grade 8 Piano	Grade 2 - Advanced Rudiments
Grade 9 Piano	Grade 2 - Advanced Rudiments, Grade 3- Basic Harmony, Grade 3 - History
Advanced Performance Certificate	There are no theory co-requisites or pre- requisites for this Certificate
Grade 10 Piano	Grade 2 - Advanced Rudiments, Grade 4- Intermediate Harmony, Grade 4 - History
Associate Teachers Diploma B.C.M.A.	Grade 2 - Advanced Rudiments, Grade 4- Intermediate Harmony, Grade 4 – History
Licentiate Diploma L.B.C.M.	There are no theory co-requisites or pre- requisites for this Diploma
Licentiate Diploma Honors L.B.C.M. Hon	Grade 2 - Advanced Rudiments, Grade 4- Intermediate Harmony, Grade 4 – History
Fellowship Diploma F.B.C.M.	Grade 2 - Advanced Rudiments, Grade 5- Advanced Harmony and Counterpoint , Grade 5 – History, Grade 5 Analysis, Grade 4 – Counterpoint

## **Co-requisites and pre-requisites**

*There are no theory co-requisites or pre-requisites for Preliminary to Grade 10 or Advance Performance Certificate. The foregoing chart serves as a guideline only to indicate which theory subjects are appropriate for corresponding Piano Examinations.*

## **Religious Holidays**

Candidates may request in writing that their examination not be scheduled on a certain day for religious observances.

## **Fee Extensions**

Extensions will be granted for the following reasons:

- Due to illness
  - The candidate must submit a doctor's certificate that is dated no later than the day of the scheduled examination.
- Direct conflict with school examinations
  - The candidate must submit note from their school principal or counselor, indicating they are unable to attend due to examination timetable conflict.

The fee extension is valid for one year from the date of the missed examination and must be applied for during the same one year period. A candidate must re-apply for an ensuing examination session and, may choose to take the examination originally applied for OR, have the fee extension apply to an examination of another grade. The candidate must indicate, with a note attached to the examination entry form, there is a fee extension credit available to them. No refund of fees will be forthcoming.

## **Examination Results**

Decisions of the Examiner are normally final. Any extenuating circumstances or complaints must be made to the BCCM Examination Coordinator within seven (7) days of receiving examination results. The concern will be considered and a final response will be returned within two weeks.

## **Comprehensive Theory Examination**

Students will be considered for exemption from writing the Comprehensive Theory examination for the Associate Teacher Diploma B.C.M.A. provided they have earned a degree or diploma from another recognized music institution. To be considered for exemption candidates must submit documentation of a degree or diploma for approval. Such documentation must accompany their examination application.

Please note that candidates wishing to use the Comprehensive Theory Examination to satisfy the prerequisite and/or co-requisite theory requirements for a practical L.B.C.M. Hon. or F.B.C.M. examination must complete the Comprehensive Theory Examination before applying for the any of these examinations. Candidates wishing to use the Comprehensive Theory Examination to satisfy the co-requisite theory requirements for the Associate Teacher B.C.M.A. examination must complete the Comprehensive Theory Examination within one year after the date of the final practical examination.

## **Associate Teacher Diploma B.C.M.A.**

A Comprehensive theory examination required for the Associate Teacher Diploma B.C.M.A. The examination tests the candidate's knowledge of the following subject areas:

### **Rudiments**

- Based on material required for the Grade 2 – Advanced Rudiments

### **Harmony**

- Based on Grade 3 - Basic Harmony and Grade 4 - Intermediate Harmony in the following subject-group areas:
  - Chords
  - Non-chord notes
  - Harmonization and modulation
  - Tri-tone
  - Harmonic and structural Analysis

### **History**

- a general knowledge of music history of the Baroque, Romantic and Classical periods.
- Candidates may be asked to answer multiple choice or matching questions, define terms or write short essays.

## **Licentiate Honors Diploma, L.B.C.M. Hon. and Fellowship Diploma, F.B.C.M.**

The Comprehensive theory examination required for the Licentiate Honors Diploma, L.B.C.M. Hon. and Fellowship Diploma, F.B.C.M. The examination will include subject material for the Associate Teacher Diploma, B.C.M.A. listed above as well as the following subject areas:

### **Harmony**

- augmented 6<sup>th</sup>, and Neapolitan 6<sup>th</sup>

### **Counterpoint**

- two-part free counterpoint in 18<sup>th</sup> century style. See page

### **Analysis**

- structural analysis of a sonata movement or fugue and harmonic analysis of a given passage

### **History**

- a general knowledge of music history from the Baroque period to the present
- Candidates may be asked to answer multiple choice or matching questions, define terms or write short essays.