

The Australian Institute of Classical Dance Inc.  
ABN 43 275 167 311    **Artistic Director** : Marilyn Jones O.B.E.



A.I.C.D.

Australian Syllabus Programmes Inspiring  
Australian Dancers and Teachers

**For information about the A.I.C.D., the Borovansky  
Syllabus, Syllabus products and State Coordinators contact  
details, please refer to our website**

**[www.ballet.org.au](http://www.ballet.org.au)**

A.I.C.D. SYLLABI incorporating the  
**BOROVANSKY SYLLABUS**  
Artistic Director: Marilyn Jones OBE, Founder: Madam Xenia Borovansky

# EXAMINATION/ASSESSMENT GUIDELINES FOR TEACHERS

2021



AICD

## THE AUSTRALIAN INSTITUTE OF CLASSICAL DANCE INC.

The mission of the Australian Institute of Classical Dance, is to provide a National focus for the development and promotion of dance within Australia.

And to encourage, assist and further develop this art form; within the wider spectrum of the dance community, by incorporating Australian Dance Syllabi, and National and International dance and choreographic awards; that will financially assist dancers and choreographers, thus giving them the opportunity to further their careers in the dance world.

*Front cover: Wahta Handy from Studi-O, Newcastle and  
Jake Honnef and Piper Vimpani from Petitestars, Newcastle*

### 15. SCHOLARSHIPS AND SPECIAL AWARD MEDALLIONS

- A “**Special Award Medallion**” shall be issued to the student with the highest mark of 88 or over in each level in the school. One only per level. Medals may be awarded to the same student for consecutive levels.
- Where a medal is lost, a replacement medal may be purchased from the Institute. Cost \$10.00
- **Student Scholarships** will be available annually to the top students of the major levels within the Borovansky schools for first, second and third place getters in each of Grade 6, Intermediate & Advanced 1 levels. Scholarships and awards are for students who obtain Honours in their respective level. The examiner sends their recommendation for scholarships/awards to the National Exam Coordinator. Scholarships/Awards are awarded at the discretion of the National Committee. Monies will be paid directly to the appropriate school(s) and go toward further training in the Borovansky method.
- The A.I.C.D. have an award for boys participating in the A.I.C.D. Borovansky examinations, named the **Garth Welch Award**. This award is for boys who are considered by an examiner to show great potential and a positive attitude. Should an examiner see such a boy they will then present a letter to the National Committee outlining their reasons for nominating the boy. The National Committee will make it's decision at the April National Committee Meeting. Monies are to go toward further training in the Borovansky method.
- The A.I.C.D. in conjunction with State Committees is in the process of introducing State based scholarships for candidates in Grades 4, 5 and/or 6. These scholarships are named after prominent Borovansky teachers who did, in fact, train with Madam Borovansky and proceeded to impart their knowledge to future Borovansky devotees.
- The **A.I.C.D. Teachers Scholarship** is awarded by the National Committee. A.I.C.D. members can nominate a teacher (25yrs or older) for this award by going to the website and submitting their nomination on the Scholarship page. Details of the award can be found on the website. This award has to be taken in the year that it is awarded.

**The timing of Borovansky examination or assessment sessions are as follows:**

Pre-Primary/Primary;	30minutes + 5minutes writing time = 35minutes
Grade 1;	35minutes + 5minutes writing time = 40minutes
Grades 2/3;	40minutes + 5minutes writing time = 45minutes
Grade 4;	45minutes + 5minutes writing time = 50minutes
Grade 5;	60minutes + 5minutes writing time = 65minutes
Grade 6;	70minutes + 5minutes writing time = 75minutes
Intermediate;	75minutes + 5minutes writing time = 80minutes
Advanced 1 & 2;	75minutes + 5minutes writing time = 80minutes

The above chart is based on up to four candidates in the room.

**Total examination time per day including morning/afternoon tea (15 minutes each) and lunch break (30 minutes) will be no more than 8 hours.**

**14. TEACHER PROFESSIONAL DEVELOPMENT**

All teachers, registered with the AICD, must engage in ongoing Professional Development to retain their teaching status and registration. It is important for teachers to continually acquire and increase their knowledge and understanding of the latest developments in dance training; including skills, safe dance and theoretical teaching practices. Through Professional Development, teachers will continue to maintain high standards of ethics and will act with comprehension and integrity when using the AICD syllabuses.

This can be achieved by:

- Attending AICD Teaching seminars, workshops or PD sessions.
- Attending seminars of a complementary nature.
- Further education that may lead to a recognised qualification.
- Attending conferences, congresses, forums or tutorials focussed on the dance industry.
- Engaging in a research project.
- Submitting articles or papers for publication.
- Keeping abreast of changes within the teaching profession.

In line with the current A.I.C.D. Rules & Regulations, all teachers are required to submit a Professional Development Matrix at the end of each calendar year.

Failure to comply may result in suspension of teaching status which in effect will restrict the ability to submit students for examination and/or assessment. *(Please refer to the A.I.C.D. Code of Professional Practice)*

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## INTRODUCTION TO THE A.I.C.D. SYLLABI

The Australian Institute of Classical Dance Inc. is the custodian of three separate examination/assessment programmes. These are:

1. The Borovansky Examination Syllabus
2. Borovansky Assessments; which is based on the Borovansky syllabus, and conducted in conjunction with Borovansky Examinations. It is for students who may not have the technical ability to achieve the examination but still wish to partake and receive a report on their progress.
3. The Adult Assessment Programme; this syllabus is for older candidates; 16/17 years and above, who have little or no ballet training or for those who are returning to ballet following a hiatus.

### The Borovansky Syllabus

The Borovansky syllabus was created by Madam Xenia Borovansky as a training method for the students attending the 'Borovansky Academy of Russian Ballet' which opened in Melbourne in 1939. It was devised with the intention that the students would progress into the 'Borovansky Ballet Company' formed by her husband Edouard Borovansky.

The syllabus; which has had many name changes over the years, came under the umbrella of the A.I.C.D. in the 1990s. Under the guidance of A.I.C.D. Artistic Director; Marilyn Jones O.B.E.; herself a dancer with the Borovansky Company, five other teachers, including some who had studied with Xenia directly, got together to "update" the Borovansky Syllabus. They left the architecture of Borovansky's work intact, but worked to improve continuity from one level to another, to add more pointe work, and to remove practices that were no longer perceived to be productive. The syllabus is "definitely Russian" in origin, but the levels have been organised and renamed. There is also an especial emphasis on the "freedom of the upper body," and many of the exercises require a great deal of control and strength from students, even at a relatively young age.

Since that time, the syllabus has been reviewed, refined and regularly updated to reflect changes in teaching methodology and SafeDance practices.

The Borovansky syllabus commences at Pre-Primary level and progresses to Solo Seal. With its well thought-out progressions and artistic emphasis, the syllabus encourages not only a strong technique, but creativity and artistry from both teachers and students.

## 13. CONDUCT OF EXAMINATIONS

- The teacher is responsible for provision of examination music, and shall provide a CD player, iPod, DI or other music system and operate it during the exam. **Current Borovansky Syllabus music must only be used in the examination.** With the exception of the teacher designed Pre-Primary class where teachers may use the syllabus music or create their own soundtrack. *(Copyright of music soundtrack created by the teacher is the responsibility of the teacher)*
- Placement of the music system shall not be too close to or at the rear of the examiner so as not to disturb them while examining.
- Placement of the examiner's table, with a firm writing surface, must be in the optimum viewing position. Centre front. The teacher must not sit with the examiner.
- No other person except the examiner and the teacher operating the music system, may be present in the room during the examination, without the examiner's permission.
- In the event of students from different schools coming together for examination, the teachers shall operate the music system dividing the time in equal proportions to the number of candidates from each school or make a private agreement between themselves to cover such a situation.
- When the examiner is ready and the candidates are in place, the teacher announces the exercise before playing the music. *Refer to breakdown commencing Page 18*
- Students must follow the etiquette of showing respect for the examiner by entering the room quietly, in order, followed by a curtsy/bow and greeting of the Examiner. A proper exit from the room should be organised by the teacher.
- From Primary level upward examinations are not to be considered "normal classes".
- At the Examiner's discretion, exercises from Grade 3 upwards can be seen on one or both sides of the barre.
- Where possible it is a general recommendation that all mirrors be covered in the room during the examination.
- Teachers may discuss technical problems only, with the Examiner.
- **There should be a five minute allowance between each group for the examiner to write reports.**

## 12. EXAMINATION AND ASSESSMENT UNIFORM

- All candidates must wear the correct uniform at examinations/assessments.
- The Borovansky Syllabus requires that all examination shoes be well fitting and from a quality, reputable brand.

### PRE PRIMARY/PRIMARY- GIRLS

Leotard. (optional skirt) School's choice of colour.  
Pink or skin coloured shoes / pink or skin coloured tights or socks  
*Crossovers are acceptable in very cold conditions*

### GRADE 1 / GRADE 6 -GIRLS

Leotard. (optional skirt) School's choice of colour.  
Pink or skin coloured shoes and tights. Pointe shoes (grades 5 & 6)  
Hair tightly fixed in balletic hairstyle.

### Extras as Necessary

Ribbon and flowers in hair (optional)  
Character Skirts  
Character shoes (*optional from Grade 3 upwards*)  
Props for dances / mimes

### GRADES BOYS

White cotton singlet / T-shirt  
Black / Navy or Grey tights  
Black / Navy shorts (*Pre-Primary-Grade 1*)  
White socks & Black or White shoes  
*No black elastic over white socks*

### MAJOR BOYS

White sleeveless singlet/leotard  
Black / Navy tights  
White socks  
White shoes

### MAJOR GIRLS

Black / dark blue or school colour sleeveless leotard with optional chiffon matching short skirt. Thighs to be exposed.  
Pink or skin coloured tights, Pink or skin coloured ballet shoes. Pointe shoes  
Character shoes and skirt (*Intermediate*)  
Matching 1/2 tutu for pointe work  
Candidates may wear light, day makeup

### SOLO SEAL

Leotard and chiffon skirt for adage and enchainment's  
An appropriate tutu or skirt to suit each solo.  
Pointe shoes to be worn through out the exam.

**No jewellery or nail polish is to be worn for examination or assessment**

## Borovansky Assessments

The A.I.C.D. uses the Borovansky Syllabus as the basis for the Assessments.

This is for students who may not have the technical ability to achieve the examination but still wish to partake and receive a report on their progress.

The Assessments are sorted into levels, with each level linked to the Borovansky Syllabus.

Students taking an assessment may be grouped with examination candidates; there is no need to separate into groups of those taking assessments and those taking an examination as they should all be executing the same exercises, enchainements and dances.

## The A.I.C.D. Adult Assessment Programme

The Adult Assessment Programme contains six levels and is aimed at the Adult Ballet student. It is designed for people who have no training in classical ballet, those who have been part of adult ballet classes for a year or two or individuals returning to ballet after a hiatus of many years. It has an age focus of pre-adult (16/17), through to the more mature-aged student. This is not a programme for children or young teens.

Teachers may choose to have their adult students assessed concurrently with their Borovansky examinations or they may choose to have them at a different time of the year. In this scenario, examiners within the state to be assessed, will be used.

Please refer to the Adult Assessment Programme syllabus for information on conducting an assessment; including the length of assessment. All other criteria in regard to entering candidates for assessment, numbering of candidates, placement in the room etc. is as written in these guidelines.

*Please Note: As teachers use their own music for the Adult Assessment Programme, the copyright of music used, is the responsibility of the teacher.*

## Examinations & Assessments

All examinations and assessments are under the control of the A.I.C.D. Examination Board and all correspondence and queries in regard the syllabi and associated examinations and/or assessments should be directed to the National Examination coordinator at: [examinations.aicd@ballet.org.au](mailto:examinations.aicd@ballet.org.au)

## THE BOROVANSKY SYLLABUS

### AIMS

- To foster and develop a love of dance.
- To encourage an awareness of ballet as a performing art in both vocational and non vocational students.
- To allow for the flexibility in teaching and examining a wide variety of body shapes, sizes and capabilities.
- To offer a graded system for students of ballet to cater for different levels of physical development and ability which increases gradually in technical difficulty each grade.
- To encourage dance quality, style, expressiveness and musicality from the beginning and develop these progressively.
- To expose students to a wide range of movements and steps as they progress through the syllabus.
- To offer safe and continuous progression through all grades in line with “Safedance” principles
- To teach students basic human anatomy and simple principles of physiology as it relates to ballet technique.
- To give students an awareness of dance history in the context of character steps and dances which are integrated into the syllabus, reflecting the heritage of the Borovansky Ballet Company which was famed for its wholehearted vigorous approach to national dancing.

## 11. EXAMINATION RESULTS AND CATEGORIES

### Borovansky Assessments (Pre-Primary to Advanced II)

- Certificates, reports and badges will be given to candidates.
- No categories will be stated.
  - \* Successfully completed. No mark.

### Borovansky Examinations (Primary to Solo Seal)

- Primary / Grades / Majors:
  - \* Required level not attained - less than 50
  - \* Pass 50 -54
  - \* Merit 55 - 64
  - \* Commended 65 - 74
  - \* Highly Commended 75 - 84
  - \* Honours 85 - 100
- Solo Seal
  - \* Required level not attained - below 80
  - \* Pass 80 - 89
  - \* Pass with Distinction 90 - 100

Successful candidates will be presented with a report, certificate and medal. Students are marked on Technical Ability, Presentation, Artistry, Grooming, Musicality and in the major exams; Pointe Work and Boys Skills.

“Special Award Medallions” are awarded to students in both grades and majors. (*please refer to page 31*)

Under no circumstances will a teacher withhold examination results or certificates from candidates. Examination marks will not be given to students. Categories only will appear on reports and certificates. The decision of examiners is final and no correspondence shall be entered into.

Any examination or assessment report forms found to have errors in the result, information or details, such as spelling of a candidate’s name may be returned, by the teacher, to the Examination Coordinator for correction within one month after the date of receipt of the certificates and reports. Correct spelling of names shall be taken as that appearing on the entry form. Where there is a teacher’s error in the spelling of a name, the incorrect certificates may be replaced for a fee of \$10.00 to cover postage and handling.

## 9. PLACEMENT OF CANDIDATES IN THE ROOM

Candidates must be placed as follows, so that the examiner always reads from left to right.

	1	2	3	4
4				1
3				2
2				3
1				4

**EXAMINER**

## 10. STUDENT NUMBERS FOR EXAMINATIONS & ASSESSMENTS

The number of students in the examination room shall normally be as follows:

Pre-Primary / Primary = 4 per session

*(In some cases where a teacher has five students at these levels, the AICD National examination coordinator may allow the assessment to proceed with all five students in the room at once. In this scenario extra time will be required to allow the assessor to write reports and to be fair and equitable to all candidates.)*

Grade 1 - Grade 6 = 4 per session

Intermediate - Advanced = 4 per session

- No student is to be examined by themselves (*Solo Seal excluded*) Teachers should ask to include a sole entry at a nearby school unless school is in an isolated area.
- All candidates must wear their allocated number, clearly visible on the front of their uniform. Label size must be approximately 14cm x 10cm with number height of approximately 7cm.
- When numbering students for examination, each new GRADE starts from 1, NOT each group.
- The minimum number of students submitted for examination or assessment at a venue is **twenty** or a minimum of **4 hours** of exams. If there are less than the required amount of hours or students then an extra \$50 per hour will need to be paid by the host school.
- Schools in the same city or area may conduct examinations or assessments at the same time, at the same venue, to make up the required number.
- In general, there will be one examination period per year in each city.
- For Solo Seal (Borovansky), the maximum number of students to be examined on any one day is six. **To be eligible for Solo Seal, candidates must obtain Highly Commended or Honours for their Borovansky Advanced II exam.**

## IMPORTANT INFORMATION FOR TEACHERS WISHING TO ENTER STUDENTS FOR EXAMS IN THE BOROVANSKY SYLLABUS WITH THE A.I.C.D.

The A.I.C.D. National Committee of Management and Examination Board, wish to maintain a high standard with the Borovansky Syllabus. Therefore it is necessary for teachers to keep abreast with current trends in regard to the syllabus so that this can be attained.

It is compulsory for all teachers to attend a meeting with the examiner at the end of the examination session. Teachers who do not comply with this may not be eligible to enter future examination sessions.

State coordinators should organize a teachers meeting with the examiner at the end of an examination session, in a convenient central location within the capital city. When it is impossible for a teacher to attend the examiners meeting, they must send a representative from their school to attend the examiners meeting. For schools in remote areas i.e. more than 80km from the capital city, teachers may request a meeting with the examiner immediately after the exam session at their school. This should be approx. 15 min in duration and be factored in with the scheduling of the examination time-table.

It is important that all teachers attend the meetings as set out by the A.I.C.D. to further their professional development. It is acceptable for teachers to attend further development courses run by other organisations. Proof of attendance i.e. official receipt, needs to be sent with your professional development (PD) documentation due at the close of each year and may be credited by the A.I.C.D.

Other A.I.C.D. approved ways to further professional development are business skills courses or study, recognised courses that relate to dance teaching, health, business, child development, performances or courses of dance or movement.

As part of the A.I.C.D.'s endeavours to maintain the high standards of the Borovansky Syllabus, the Institute reviews our teacher's annual examination results. If a teacher or school continually receives below standard results or reports of students with inadequate knowledge of their exam work, badly groomed exam candidates, students taking their exam with ill fitting shoes or not running the exams in an orderly fashion as set out in the Teachers Guidelines booklet, the National Committee of the A.I.C.D. will notify the particular teacher. They may be asked to only submit students for Assessment and not Examination for a period of two years. During this period the teacher will be under review every 12 months and the Institute will provide guidance or mentorship if needed. (*Refer - Code of Professional Practice Policy*)

## TEACHER MEMBERSHIP

A.I.C.D. registered teachers (*Associate, Licentiate or Fellow*), wishing to enter students for Borovansky Syllabus examinations or assessments must be Full Financial Teaching Members of the A.I.C.D. and they must have completed their Professional Development matrix for the previous year.

*This includes all “class teachers” whose names appear on examination entry forms.*

Teachers with lapsed or deferred membership are ineligible to submit students for examination or assessment. (*Refer to Deferred or Lapsed Membership Policy*)

Teachers, under Performance Review, may submit students for assessment, but are ineligible to submit students for examination.

It is important that all teachers abide by the A.I.C.D. Code of Conduct and the A.I.C.D. Code of Professional Practice Policies.

Teachers should use the latest version of the Borovansky Syllabus Notes and music.

Unofficial examinations and/or assessments using the Borovansky Syllabus or music is not permitted. It is essential that all Borovansky teachers adhere to the guidelines and follow the correct procedures for the examination/assessment process. Copyright laws apply to the Borovansky Syllabus DVD's, music and written notes and it is illegal to hold assessments or examinations, using the A.I.C.D. Borovansky Syllabus, that are not run through the A.I.C.D. Examination Board and Coordinator.

The membership fees for teachers of the Institute are set by the National Committee of Management and reviewed annually. Membership forms and details are found on the website at: [www.ballet.org.au](http://www.ballet.org.au)

The memberships for teachers are:

- **TEACHER MEMBERSHIP** applies to all teachers and junior teachers who are teaching and/ or entering pupils for the Borovansky Exams or Assessments with the A.I.C.D. Inc.
- **JOINT MEMBERSHIP** is available for two (2) teachers from the same studio.

*There is also a Friend membership available for those who wish to support the Institute and its aims and events.*

## ADVANCED 2—Examination A or B, or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Examiner may announce each exercise or request the teacher to do so.
- \* Exercises 15 & 16 allow for options that may be used at the teacher's discretion according to each candidate's ability.
- \* A tutu should be worn for the entire pointe section.
- \* Pointe shoes and pointe work is compulsory for Examination A
- \* Pointe shoes are optional for Examination B and Assessment, but the work should be demonstrated as demi pointe work for candidates without pointe shoes.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *révérence* at the conclusion of the session.

Advanced 2 is the end of the Examination Syllabus

## SOLO SEAL AWARD

Entry for the Solo Seal Award is Highly Commended or Honours in Advanced 2.

- \* Candidates for Solo Seal will present the set enchaînements.
- \* Candidates will perform 3 variations from the Classical repertoire. Variations are to be selected from the list supplied by the A.I.C.D.



## Breakdown for Major Examinations and Assessments

### INTERMEDIATE—Examination A or B, or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Examiner may announce each exercise or request the teacher to do so.
- \* The unseen exercise (28) Entrechat Cinq, is to be set by the examiner.
- \* For girls: a character skirt should be worn for the Character exercises at the barre (40, 41), the Syncopation and Sevillana.
- \* Character shoes are required for both male & female candidates for all character exercises and the dance.
- \* The Sevillana should be performed as a duo.
- \* A tutu should be worn for the entire pointe section.
- \* Pointe shoes and pointe work is compulsory for Examination A
- \* Pointe shoes are optional for Examination B and Assessment, but the work should be demonstrated as demi pointe work for candidates without pointe shoes.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *révérence* at the conclusion of the session.

*Note: Character work is compulsory at Intermediate level.*

### ADVANCED 1—Examination A or B, or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Examiner may announce each exercise or request the teacher to do so.
- \* The unseen Petit Allegro exercise (17), is to be set by the examiner and may include entrechat six.
- \* A tutu should be worn for the entire pointe section.
- \* Pointe shoes and pointe work is compulsory for Examination A
- \* Pointe shoes are optional for Examination B and Assessment, but the work should be demonstrated as demi pointe work for candidates without pointe shoes.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *révérence* at the conclusion of the session.

## TEACHER STANDARDS

Inline with the current policy documents implemented by the A.I.C.D. National Committee of Management, the following standards have been devised, and sets out the criteria that the A.I.C.D. expects and requires of all its registered teachers when entering students for examination and/or assessment.

As part of the A.I.C.D. drive to consistently improve the standard of dance teaching across the Institute, a review of registered teachers' annual examination results is carried out. This is to determine if performance is consistent with the expectations of the A.I.C.D. A written review by the examiner, of participating teachers, is held at the conclusion of each Borovansky Examination session. This is then collected and collated by the National Examination Coordinator. Participating teachers are also expected to attend a meeting with the examiner, held at the conclusion of each State's examination session. At this meeting, the examiner will discuss the strengths and weaknesses they noticed during the examination session.

A.I.C.D. registered teachers are required to:

1. Receive a minimum pass rate of 68% for examinations.
2. Ensure that the syllabus is presented as written in the A.I.C.D. Borovansky Syllabus books or notes.
3. Ensure that the candidates display a solid knowledge and understanding of the syllabus.
4. Show evidence that candidates have received good technical training.
5. Demonstrate that 'SafeDance' techniques have been applied.
6. Exhibit evidence of personal creativity in relation to embellishments added to head movements and/or port de bras.
7. Make certain that candidates show an understanding of associated theory work; applicable to their grade.
8. Ensure that candidates present their Theory books to the Examiner (*where applicable*)
9. Place candidates in the A.I.C.D. recommended configuration as shown in the Teachers' Guidelines.
10. Make sure that candidates are numbered correctly using the examples in the Teachers' Guidelines.
11. Present well-groomed candidates.
12. Ensure that candidates display the appropriate courtesies in the examination.

Examiners may make general comments in relation to the overall standard of the examinations and make Specific Recommendations that each teacher needs to address.

## UPDATES FOR 2021

The A.I.C.D. is in the process of reviewing, revising and updating the Borovansky syllabus notes. For 2021 the following has been updated or changed: *(also refer to individual Grade/Major notes commencing on Page 18)*

1. NEW - Updated Pre-Primary Syllabus Notes
2. NEW - Updated Primary Syllabus Notes
3. NEW - Updated Grade 1 Syllabus Notes
4. NEW - Updated Grade 2 Syllabus Notes
5. ALL Candidates MUST now present theory books to the examiner
6. There is now a choice of dances in Grade 1
7. Boys only exercises and dances are included in the above updates
8. The 'Petit Sissonne' exercise; previously in Grade 2, has moved to Grade 3. (If you are using CDs produced prior to this update, the Track number on the Grade 2 CD is 21)
9. The 'Soubresaut, Changement' exercise previously in Grade 3, has moved to Grade 2. (If you are using CDs produced prior to this update, the Track number on the Grade 3 CD is 22)
10. Character shoes are optional for students from Grade 3 - Grade 6

It is essential that you use the UPDATED syllabus notes as many variations and additions have been added.

## 8. MAJOR EXAMINATION REQUIREMENTS

Intermediate  
Advanced 1  
Advanced 2  
Solo Seal (Borovansky)

There are two examination streams for students from Intermediate to Advanced II, Stream A and Stream B.

**Stream A** is the full examination with pointe work.

**Stream B** is without point work. This option is for students who are not suited to pointe work but would still like to be marked for the rest of the components of their level of ballet.

Candidates may also choose to do an assessment at these levels.

- Students must complete major examinations in ascending order (Intermediate, Advanced 1 then Advanced 2) Students may not do the Advanced 1 or 2 exam without completing Intermediate exam *(not just the assessment)* or the equivalent level in another syllabus.
- Candidates for Intermediate or above must be aged 13 years or over.
- **Pointe work is compulsory for students taking the Major Examination Stream A.** Major Examination Stream B candidates do not need to do the pointe work in pointe shoes but must be able to demonstrate the pointe work exercises on demi pointe and answer the pointe work theory questions from the Borovansky Theory Book. *Candidates who are entered under Examination Stream B are not marked on the pointe work section which is 15% of the overall mark.*

### GRADE 5—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* Candidates execute either 8A or 8B (*Grand Battement with Rotation*) *Teacher's choice*.
- \* For girls: a character skirt should be worn for the Character exercises (18, 19, 20). Character shoes are optional for both girls & boys.
- \* Candidates perform either the Gavotte or the Tarantella. *Teacher's choice*.
- \* Both dances should be performed in ballet shoes.
- \* Dance should be performed as a solo.
- \* Pointe shoes are optional, but the work should be demonstrated as demi pointe work for candidates without pointe shoes.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *r ev erence* at the conclusion of the session.

### GRADE 6—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Examiner may announce each exercise or request the teacher to do so.
- \* Candidates perform either exercise 10A; Adage or 10B; Adage. *This is chosen by the teacher*.
- \* For girls: a character skirt should be worn for the Mazurka and the Jota.
- \* Optional use of Character shoes for girls & boys in the Mazurka however, the Jota should be performed in ballet flats.
- \* The Mazurka may be performed two at a time (*space permitting*) however, the Jota should be performed as a solo.
- \* Pointe shoes are optional, but the work should be demonstrated as demi pointe work for candidates without pointe shoes.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *r ev erence* at the conclusion of the session.

## TEACHERS PLEASE NOTE

There are two examination streams for students from Intermediate to Advanced II, Stream A and Stream B.

Stream A is the full examination with pointe work and Stream B is without pointe work. Stream B is for students who are not suited to pointe work but would still like to be marked for the rest of the components of their level of ballet.

Please read these guidelines carefully as there are amendments and new guidelines that must be adhered to.

1. Please be sure to
  - place students in the correct order (*see "Guidelines for Examinations/ Assessments" section Page 26*)
  - allow sufficient time for the examiner to write notes during the exam.
  - leave the room with the students while the examiner writes the reports.
  - provide a firm writing surface for the examiner.
  - operate music system well away from the examiners table. Please do not stand directly behind the examiner.
2. To reduce spelling mistakes on reports and certificates, teachers are asked to use the 'excel' exam entry forms found on the website ([www.ballet.org.au](http://www.ballet.org.au))
3. **All teachers whose names appear on the entry form as teacher of the students for that examination must have at least Associate Status or commenced studying for Associate Status from the A.I.C.D. Please see the Associate Teachers Booklet on our website for accreditation details.**
4. In accordance with current Federal and State laws, the A.I.C.D. advises that all teachers must have a current, "Working with Children" registration applicable to their State.

## GUIDELINES FOR CONDUCTING EXAMINATIONS & ASSESSMENTS

### 1. EXAMINATION SYLLABUS, MUSIC AND THEORY

You must always be using the latest version of the syllabus notes and music.

Copies of the revised A.I.C.D. Borovansky syllabus notes, music CDs and student Theory Books are available for purchase from the website 'Store'. All materials are subject to copyright. Any faulty material must be returned within ten (10) working days of purchase with a 'proof of purchase'.

*The Borovansky Syllabus, originally created by Madam Xenia Borovansky, is regularly updated by the A.I.C.D. National Committee inline with current trends and SafeDance considerations. All teacher members will be given notice of the alterations.*

All teachers of the Institute will use the syllabus and music in accordance with the regulations set down by the Institute.

It is advised that due to copyright laws, all teachers MUST have purchased the revised CD's, DVD's and Syllabus Notes to be eligible to enrol in exams.

Exam/Assessment candidates from Primary upwards will be asked ballet **theory questions** by the examiner. These questions will relate to the information provided in the **A.I.C.D. theory book**. The book is designed as a work book for students and is a valuable teaching aid. Teachers are asked to ensure that their students purchase a copy so they may learn the terminology and theory required for each grade.

From 2021, students will need to present their Theory Books to the examiner at the commencement of their examination or assessment.

SYLLABUS NOTES, MUSIC and DVD'S ARE AVAILABLE FROM THE WEBSITE:

**[www.ballet.org.au](http://www.ballet.org.au)**

**ONLINE PAYMENTS CAN BE MADE WITH CREDIT CARD THROUGH PAYPAL FROM THE WEBSITE.**

*(you do not need to join Paypal , just use credit card and follow the instructions.)*

From Grade 3 onwards, Examiners/Assessors may choose to view the barre exercises on one side ONLY.

### GRADE 3—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* For girls: a character skirt should be worn for the Character exercises (21, 22) and the dance. Character shoes are optional for both girls & boys.
- \* Candidates perform either The Minuet or the Little Russian Dance.
- \* The Little Russian Dance may be performed in Character shoes.
- \* Dance may be performed as a solo or 2 at a time, depending on studio space.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *révérence* at the conclusion of the session.

### GRADE 4—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* Candidates perform either exercise 9; Temps Lié or 9A; Adage. *This is chosen by the teacher.*
- \* For girls: a character skirt should be worn for the Character exercises (17, 18, 19) and the Ribbon dance. Character shoes are optional for girls & boys.
- \* Candidates perform either the Ribbon Dance or the Sailors' Hornpipe.
- \* Both dances should be performed in ballet shoes.
- \* Dance should be performed as a solo.
- \* Theory questions will be asked by the examiner to each candidate.
- \* Candidates should perform a *révérence* at the conclusion of the session.

## GRADE 1—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* For girls: a character skirt may be worn for Rhythmical Walks and Pas Marché. *It is at the discretion of the teacher whether the character skirt is removed for the dance and improvisation.*
- \* Candidates perform either the Set Dance or a dance choreographed by the teacher. *Teacher's choice.* The dance is to be performed as a group or 2 at a time depending on space.
- \* Improvisation is compulsory at Grade 1. Examiner may supply the music.
- \* Theory questions will be asked by the examiner to each candidate using the Borovansky Theory Book.
- \* Candidates should perform a *révérance* at the conclusion of the session.

## GRADE 2—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* Candidates perform either exercise 12A; Sauté in Attitude or 12B; Balancé. *This is chosen by the teacher.*
- \* For girls: a character skirt should be worn for the Character exercises (18, 19, 20) and the dance.
- \* Dance should be performed 2 at a time, relevant to space.
- \* Theory questions will be asked by the examiner to each candidate using the Borovansky Theory Book.
- \* Candidates should perform a *révérance* at the conclusion of the session.

## 2. EXAMINATION AND ASSESSMENT ENTRY

Each State Coordinator in conjunction with the National Examinations Coordinator, will organise the block of dates for the examination session in their State.

State coordinators will then liaise with individual teachers to organise examinations and/or assessments for the State examination session to be held in each given year. Advice of any teacher's **intention** to submit examination/assessment entries must be received by the National Examination Coordinator at least three months prior to the intended examination or assessment date.

The State Coordinator will then inform the teachers of the examination session dates so that specific dates can be arranged for individual schools wishing to participate in the upcoming examinations session. State Coordinators contact details are on the website at [www.ballet.org.au](http://www.ballet.org.au)

Teachers should then download the Examination spreadsheets from the A.I.C.D. website. This will give them the latest pricings for examinations. Teachers then collect entry forms and fees from their students. (*official A.I.C.D. Examination entry forms are available for your use -if desired*)

**Examination/Assessment entries will ONLY be accepted on the official A.I.C.D. spreadsheet.**

Once all of the fees are collected, teachers and/or studio owners should send all examination entries and correspondence to the State Coordinator no less than **8 weeks** prior to exams. In turn the State Coordinator will send all information to the National Coordinator no less than 6 weeks prior to exams. *Please note that no candidate will be accepted for examination if the Examination Spreadsheet is not signed by the teacher.*

**Late entries are the responsibility of the teacher and will incur a penalty fee of \$5.00 per student.**

Teachers and/or studio owners should then make a direct deposit into their A.I.C.D. State Committee account for the monies owing, **in one lump sum**. The A.I.C.D. State Treasurer will then forward all examination fees for their state to the A.I.C.D. National Treasurer. The National Examination Coordinator checks all Examination and Assessment entries. Receipts for the entry fees will be issued to the teacher by the A.I.C.D. National Treasurer.

A.I.C.D. National Examination Coordinator  
Mr Jak Callick  
PO Box 2447  
Werribee VIC 3030  
Email: [examinations.aicd@ballet.org.au](mailto:examinations.aicd@ballet.org.au)

### 3. STATE EXAMINATION COORDINATORS

The State Examination Coordinators are appointed by the A.I.C.D. National Committee of Management.

State Examination Coordinators finalise the dates, collect all exam entries and forward them directly to the National Coordinator. They shall act as a liaison officer between the National Coordinator, the teachers and the examiners, in arranging suitable examination dates and venues and to ensure the smooth and correct management of the Examinations/ Assessments.

The National examination coordinator will email all report sheets and post certificates and badges to the state coordinators. These, in turn, will be handed over to the examiner. All documentation and the badges will arrive with the examiner to each school on the day of examination. Following the examination session, examiners will take all paperwork with them.

These will be presented to teachers at the meeting with the examiner, held after the conclusion of the examination sessions in each state. (*Refer Page 7*)

If a regional school is unable to attend the meeting with the examiner due to distance and/or travel constraints, the reports, certificates and badges may be given to the teacher at the conclusion of the examination session.

On receipt of the report sheets, certificates and medals, teachers are asked to check that all is in order. Sometimes errors may occur with the spelling of names and such. In this case, the teacher is to notify the National Coordinator immediately so that the item can be replaced. If the error is deemed to be the fault of the teacher, \$10 will be charged to replace the certificate and/or report.

### Breakdown for Grade Examinations and Assessments

*Following is a list of exercise/dance choices within the Borovansky Syllabus.*

#### PRE-PRIMARY—Assessment ONLY

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Teachers will announce the exercises.
- \* Teachers have the choice of using the set syllabus class or designing their own class.
- \* As some young children feel uncomfortable with Structured Improvisation, this is to be shown at the discretion of the teacher.
- \* Candidates should perform a *révérence* at the conclusion of the session.

#### PRIMARY—Examination or Assessment

- \* Candidates should introduce themselves at the start of the exam/assessment.
- \* Candidates should present their Theory Books to the examiner/assessor at the commencement of the examination/assessment session for evaluation.
- \* Teachers will announce the exercises.
- \* There is an unset section in the port de bras that is to be designed by the teacher.
- \* The dance is to be set by the teacher to music from the selection at the end of the Primary music CD and performed as a group. *Optional use of Props.*
- \* As some young children feel uncomfortable with Improvisation—this is to be shown at the discretion of the teacher.
- \* Theory questions may be asked by the examiner to each candidate using the Borovansky Theory Book.
- \* Candidates should perform a *révérence* at the conclusion of the session.

## 7. GRADE EXAMINATION REQUIREMENTS

### Suggested minimum ages:-

Pre Primary	4 - 5
Primary	5 - 6
Grade 1	6 - 7
Grade 2	7 - 8
Grade 3	8 - 9
Grade 4	9 - 10
Grade 5	10 - 11
Grade 6	12 and over

Students should complete examinations and assessments in ascending order.

Students may be entered for more than one examination or assessment at one time. In such cases the order of examination or assessment will be to start with the lower grade and proceed to the higher grade **only** if the lower grade has been successfully completed.

As some young children feel uncomfortable with Improvisation at Pre-Primary and Primary levels, this may be shown at the discretion of the teacher. Improvisation is compulsory at Grade 1.

The pointe work in Grades 5 & 6 is optional and it is recommended that teachers take care to abide by SafeDance practices when allowing students to commence pointe work. Exam candidates for these grades who are not yet ready for pointe work must demonstrate the pointe work on demi pointe using the same technique that pointe work requires i.e. strength in feet and ankles, correct posture and use of turn out. Grade 5 and 6 examination candidates are still able to achieve Honours if they demonstrate the pointe work on demi pointe.

*The A.I.C.D. recommends that students should reach the age of 11 - 12 years before commencing pointe work.*

## 4. EXAMINATION AND ASSESSMENT FEES AND REFUNDS

- Examination and assessment fees will be reviewed annually by the Institute's National Committee of Management.
- An entry fee, once paid, may not be transferred from the nominated examination or assessment category to another or from one named candidate to another student.
- If any candidate fails to appear at the proper place or time for the examination or assessment, no other student may take that candidate's place.
- Entry fees shall be forfeited if a candidate is absent or late for the examination or assessment without reasonable excuse.
- The names of any candidates absent from the examinations or assessments because of illness or any other circumstances, will be listed by the teacher and forwarded as a signed document to the Examination Coordinator, within seven days of the completion of the examinations or assessments. The teacher will retain a copy of the list.
- In the case of absence due to illness, and a doctor's certificate is produced, the candidate may present for examination or assessment at any suitable opportunity in the same or following year without paying another entry fee. If not re-applying, a portion of the entry fee may be refunded.
- All applications for refund shall be made in writing to the National Examination Coordinator. (*Refer to the Refund Policy on the following page*)
- Refunds will not be available outside the parameters of the Examination/ Assessment Refund Policy.
- Teachers must itemise any additional charges over and above the stipulated A.I.C.D. examination/assessment fee. It is acceptable for teachers to add an appropriate administration charge but, students and/or parents should be aware of the A.I.C.D. base fee and the attached administration charge imposed by the teacher and/or school.
- If teachers want a masterclass from the examiner it must be arranged by the State Coordinator prior to the examinations and paid to the A.I.C.D. by the teacher.

### ***A.I.C.D. EXAMINATION REFUND POLICY***

The Borovansky Syllabus is administered by the Australian Institute of Classical Dance Inc. (A.I.C.D.) who may grant special consideration to a candidate who is about to undertake an examination or assessment, where they are unable to attend that examination/assessment due to circumstances beyond their control, which include serious illness, compassionate reasons; a family bereavement, a natural disaster or serious adverse weather condition that prevents the candidate from attending the examination/assessment. In these circumstances, compensation may be sought.

The A.I.C.D. will not grant special consideration on the grounds of minor illnesses, mistaken timing, optional commitments of a personal nature or if a candidate changes their mind.

An application for special consideration must be submitted to the A.I.C.D. National Examination Coordinator within four weeks following the examination date. In the case of illness, this must comprise a signed medical certificate or doctor's letter, indicating that the candidate was indisposed on the day of the examination/assessment. In other cases, a signed statement from an appropriate person is required, outlining the circumstances, together with any other appropriate supporting documentation.

An application submitted for special consideration will be assessed by the A.I.C.D. National Committee and where deemed appropriate, and at its sole discretion, the A.I.C.D. will carry forward the examination/assessment fee for one session, thus enabling the candidate to enter again at the next session for no additional charge, except where fees have increased in the intervening period, and therefore the balance will be payable. If this is not possible or practical, up to 50% of the entry fee may be refunded.

Refunds will be processed within four weeks of the examination tour being completed if all applicable details have been submitted.

**PLEASE ENSURE THAT PARENTS AND/OR GUARDIANS OF EXAMINATION/ASSESSMENT CANDIDATES ARE AWARE OF THE A.I.C.D. REFUND POLICY.**

## **5. BOROVANSKY ASSESSMENTS**

- Borovansky Assessments are intended to be used as a bridging test or for students recently joined or physically unable to master certain aspects of the Syllabus.
- The A.I.C.D. Borovansky syllabus is to be used for **ALL** assessments **except** Pre-Primary where teachers may use the set syllabus or devise their own assessment class.
- No marking categories (*only comments*) will be given on Assessment reports.
- Assessment candidates receive a certificate and medal with their reports.

## **6. EXAMINERS AND ASSESSORS**

- Examiners will be appointed by the National Committee of Management
- No teacher shall be appointed as an examiner or assessor to their own school.
- The Examiner/Assessors accommodation will be arranged by the State coordinator and paid by the Institute.
- **Host schools shall provide morning and afternoon teas and lunch for the Examiners and Assessors, where required. The schools shall also provide transport to and from the examination venue.**
- State Coordinators are to liaise with teachers to organise the Examiner's transport from one venue to another and details such as name and mobile number of the driver who might be picking up the Examiner, should be given to the Examiner so they have a point of contact.
- Under approved circumstances, the A.I.C.D. may arrange out-of-session Examinations/Assessments for individual schools who, for some reason, may be unable to participate in the designated annual session. However, Examiner costs including airfares, accommodation, meals and transport will be the responsibility of the host school.