

## **Australian Guild of Music Education**

### **Admission and Entry Requirements Policy**

Governing authority:	Academic Board
Responsible officer:	Program Director
Date of approval:	8th February 2018
Date of effect:	8th February 2018
Review date	February 2019

#### **1. Purpose**

This policy provides a framework for the admission of prospective students and applicants to AGME's accredited higher education undergraduate course, and outlines admission pathways into the Bachelor of Music that are fair and equitable.

#### **2. Scope**

All applications for admission to the Bachelor of Music course will be managed according to this policy.

#### **3. Objectives**

AGME is committed to the following objectives underpinning this policy:

- To ensure that students admitted to the Bachelor of Music course have the background and ability to succeed in higher education study;
- To attract and retain diverse students; and
- To ensure that admissions decisions are fair, equitable, based on advertised admission requirements, and made in a timely manner.

#### **4. Implementation**

##### **4.1 Admission Requirements**

AGME provides fair and equitable admission by the following means:

- Admission requirements are documented and criteria for entry are readily available to prospective students and applicants on the AGME website;
- An admission pathway is available for students who do not initially meet entry requirements, via bridging theory tuition; and
- Advanced standing is provided for students who have completed previous equivalent study or work experience.

##### **4.2 Applicants with Recent Secondary Education (within the past two years)**

Domestic applicants who are admitted from recent secondary education must satisfy the following admission requirements:

- (a) Successful completion of an Australian Secondary School Certificate (VCE or equivalent); or
- (b) International Baccalaureate; and

- (c) Admission Interview; and
- (d) Performance Audition; and (e) Musicianship Test.

#### **4.3 Other Direct Entry Pathways**

##### A. Applicants with higher education study

Prospective students and applicants who have undertaken or completed an undergraduate course must satisfy the following admission requirements:

- (a) Admission Interview;
- (b) Performance Audition; and
- (c) Musicianship Test.

##### B. Applicants with vocational education and training (VET) study

Prospective students and applicants who have undertaken or completed a VET course in music (Certificate IV, Diploma or Advanced Diploma) must satisfy the following admission requirements:

- (a) Admission Interview;
- (b) Performance Audition; and (c) Musicianship Test.

##### C. Applicants with Work and Life Experience

Applicants who have left secondary school more than two years prior to their application must satisfy the following admission requirements:

- (a) Admission Interview;
- (b) Performance Audition; and
- (c) Musicianship Test.

##### D. Bridging and Enabling Admission Pathway

Applicants can apply for bridging and enabling admission if:

- They experienced educational disadvantage while undertaking secondary study; and/or
- They do not have the relevant formal qualifications for admission but have significant experience in the music industry and have satisfactory literacy and musical theory skills.

Educational disadvantage includes:

- Residential postcode (or school location postcode): consideration may be granted to applicants who live in an area determined to be rural or remote;
- Under-represented schools: consideration may be granted to applicants who attended a secondary school considered to be an “under-represented school” with limited facilities and resources;
- Non-English speaking background: consideration may be given to applicants from non-English speaking backgrounds;
- First in family to attend higher education course: consideration may be given to applicants who are the first members of their family to attend a higher education course.
- Difficult family circumstances: consideration may be granted to applicants who encountered difficult family circumstances throughout secondary school, including serious illness of an immediate family member, separation of family unit, relocation, etc.;
- Difficult personal circumstances: consideration may be given to applicants who have endured difficult personal circumstances, including medical or mental illness, serious

- injury or living away from home;
- Low socio-economic background: consideration may be given to applicants who can establish that they have a low-socio economic background; and/or
- Aboriginal or Torres Strait Islander heritage: AGME will give specific consideration to prospective students who identify as having Aboriginal and Torres Strait Islander heritage.

Applicants entering via this pathway must satisfy the following admission requirements:

- (a) Admission Interview;
- (b) Performance Audition; and
- (c) Musicianship Test

#### **4.4 Admission Requirements**

All applicants must meet the advertised selection criteria. The following admission requirements are conducted by two AGME staff members who will document the outcomes in writing:

##### A. Admission Interview

Applicants will undergo an Admission Interview, which is comprised of a series of questions to determine applicants' suitability for the course. Applicants are required to bring resumes, statements of attainment/school reports, certified award documentation, and any evidence of additional music-related work experience.

##### B. Performance Audition

Applicants who have progressed to the Performance Audition should prepare three contrasting pieces for the Performance Audition, and will be required to demonstrate some technical elements. The Audition standard is AGME Grade 7, AMEB Grade 7, or equivalent.

##### C. Musicianship Test

The Musicianship Test will involve applicants being required to answer questions in response to some played and notated music for ear training. If an applicant displays high levels in performance but is slightly below the required level in musicianship, he/she will be required to complete Bridging Theory Tuition.

#### **4.5 English Language Requirements**

Applicants may be required to sit an English Proficiency Test if or if they have not studied in English, or the requisite VCE (or equivalent) English study score has not been achieved:

- A minimum study score of 25 in English (or equivalent).

Acceptable results in an English Proficiency Test include:

- International English Language Test Score [IELTS]: A minimum result of 6.5 overall, with no individual bandwidth below 5.5; or
- Test of English as a Foreign Language [TOEFL] paper based test [PBT]: A minimum result of 550 overall including a minimum result of 4.5 in Writing; or
- TOEFL internet based test [IBT]: A minimum result of 60 overall including a minimum result of 18 in Reading, Listening and Speaking and 22 in Writing.

#### **4.6 Offer Rounds**

The first offer round will be conducted between October and January for the start of year intake completing by late February under special circumstances, and the second offer round between April and May for the midyear intake, completing by late June under special circumstances.

Applicants may apply for admission up to six months prior to actual course start dates.

#### **4.7 Admission Decisions**

Admission decisions are made by the Selection Committee, chaired by the Program Director, with oversight by the Academic Board. Applicants will be notified of the admission decision in a timely manner. The Academic Board will approve the composition and membership of the Selection Committee.

#### **4.8 Course Deferrals**

The Program Director is responsible for assessing applications for course deferral where applicable. Deferrals are permitted for a maximum period of one year.

#### **4.9 Refusal of Admission**

AGME may refuse admission to applications who have not met the selection criteria or withdraw an offer of admission.

#### **4.10 Appeals**

Applicants may appeal the Selection Committee's decision by writing to the Academic Board if they believe that the decision has not considered all the facts or was unfairly made.

### **5. Definitions**

**Admission pathway:** the options available to prospective students to enable them to meet the entry requirements of the course.

**Advanced standing:** a form of credit for any previous learning.

**Applicant:** a person who applies for a place in a course. An applicant becomes a student upon enrolment.

**Deferment:** an agreement to allow an applicant to defer taking up the place he/she has been offered until a later time.

**Direct application:** application made directly to AGME.

**Offer:** the offer of a place in the course to successful applicants.

**Selection:** the process of assessing applicants for the course according to advertised admission requirements.

### **6. Related Policies and Procedures**

- Recognition of Prior Learning and Credit Transfer Policy
- Tuition, FEE-HELP and Refund section of the Student Handbook

### **7. Review**

The Academic Board will review this policy annually.