

# AUSTRALIAN GUILD OF MUSIC EDUCATION

INC A00010797V RTO 3589

Australian Guild Conservatorium, 451 Glenferrie Road, Kooyong, Victoria 3144

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## **Recognition of Prior Learning (RPL)**

Recognition of Prior Learning (RPL) is an assessment process used to determine the extent to which a student has achieved the required learning outcomes and is therefore entitled to receive credit towards some units within the Guild's Bachelor of Music course of study. This may result in the granting of the grade of Advanced Standing in a specific Guild unit and consequential exemption from that unit.

RPL can be used in one of the following cases:

- to gain entry into a Guild higher education award;
- to receive credit towards a Guild higher education award;
- for the partial or complete fulfilment of the requirements of a VET Nationally Recognised qualification.

### **RPL Applications**

Students who have undertaken prior study and wish to apply for a credit or grade of Advanced Standing for particular units within the Guild's Bachelor of Music course should complete an RPL application form and attach supporting documentation. Supporting documentation must be either original documents or certified copies.

The supporting documentation required is listed at the bottom of each unit table of the RPL Application forms. If a student requires further guidance on how to apply for RPL or credit transfer, he/she should contact the Admissions and RPL Officer via the Guild's administration office.

Students should bring their RPL Application Form and supporting documentation to their entry interview.

The Admissions and RPL Officer will review all details within the application and provide the application and a recommendation regarding the year level best suited to the student to the Academic Board for consideration.

RPL will be granted for the following:

- 1) Previous related study, or partial study, leading to a certified award, comprising either one of the following:

- a. completed subjects or courses from a previously enrolled university; or
- b. completed subjects or courses from a previously enrolled TAFE.

Supporting documentation required: Academic transcripts reports, statements of attainment, certificates of completion, written references, and curriculum vitae.

- 2) Significant related industry experience. Delivering public lectures, instrumental tutoring, professional workshops and/or live presentations; performed in concerts, tours, gigs, eisteddfods, regular performance contracts; creation of a significant amount of original professional compositions and arrangements; demonstration of ability to record a number of professional audio CDs/MP3s/MP4s, demonstration of ability to notate professional scores using Finale or Sibelius, creation of professional website/s and instructional music related media/PowerPoint; professional publications on music related content.

Supporting documentation required: Curriculum vitae, evidence of related industry experience demonstrating learning outcomes of a Guild unit of study, including a portfolio of work and written references.

- 3) Courses completed with a tertiary organisation that is not recognised.

Supporting documentation required: Academic transcripts, reports, statements of attainment, certificates of completion, written references, curriculum vitae and a folio of work which demonstrates the learning outcomes of course unit/s.

### **Time for making Applications for RPL**

Applications for RPL are to be submitted at least 30 days prior to the commencement of the course. This is to ensure that students are notified of the decision and appropriate arrangements can be made prior to the commencement of the course.

### **Applications for RPL after course start**

Students who fail to make their RPL Application by the specified time may still make their application prior to the conclusion of the first week of the course (but no later), provided that application is accompanied with a written request for consideration out of time, including details of the reason for the delay in making the application. In these circumstances, the Admissions and RPL Officer and the Dean will consider the written request and make a decision as to whether or not the application will be considered out of time. Students will be notified of whether or not their application will be considered

within one week of making the application. Students whose applications are considered out of time will be notified of the outcome of the application before the conclusion of week three of the course.

RPL applications received after the conclusion of the first week of the course will not be considered.

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## APPLICATION FOR RECOGNITION OF PRIOR LEARNING. (RPL)

NAME: .....

ADDRESS: .....

.....

Phone: ..... Mobile: .....

Email: .....

I hereby make application to be considered for RPL in relation to:

Course of study: .....

*Please complete the corresponding/following forms for each/some of the units of study you wish to apply for Recognition of Prior Learning.*

Student should request for additional assistance if unclear of what evidence to attach with the RPL Assessment forms. Please refer to the second/third page of the unit of study assessment forms.

Include all details: (Photocopy of Academic record and the Module requirements from the previous course should be attached)

Signed

.....Date...../...../.....

**Year 1  
Performance    PERFSO 101**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b>	<b>Comments</b>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>	<i>Yes/No</i>	<i>If the objective was not met, what additional information is required?</i>
Solo PERFSO1001, PERFSO1002	LO1. Select and perform appropriate repertoire as a soloist while combining musicianship skills and physical attributes to implement and maintain stamina for performing at a proficiency standard. Apply rehearsal and memorisation techniques, sight-reading skills and professionalism in all aspects of performance using performance conventions and etiquette.				
Solo PERFSO1001, PERFSO1002	LO2. Maintain technical control and fluency with increased sensitivity to musical expression capturing the style and emotion of selected repertoire. Perform with confidence and demonstration of secure intonation, phrasing, dynamics, ornamentation, timing and tonal balance.				
Solo PERFSO1001, PERFSO1002	LO3. Generate solutions for technical difficulties by analysing and evaluating technical demands and stylistic requirements in selected repertoire. Communicate musical concepts, apply appropriate stagecraft and interact with a variety of audiences effectively.				

Solo PERFSO1001, PERFSO1002	LO4. Apply analytical and problem solving skills to written work, demonstrating stylistic awareness and interpretive skills to successfully communicate knowledge of performance.				
Ensemble & Choir PERFSO1001, PERFSO1002	LO5. Implement musically aesthetic qualities of musicianship and technical skills by developing a variety of skills such as a range of vocal techniques, aural awareness, sight-reading, rehearsal techniques, professionalism and knowledge in performing or conducting ensemble and choral works.				
Ensemble & Choir PERFSO1001, PERFSO1002	LO6. Collaborate with others and display leadership skills to rehearse and conduct an instrumental ensemble with confidence and conviction. Competently perform and follow direction cooperatively during set rehearsals as a group, in formal and informal presentations and apply appropriate organisational and event management skills.				

Evidence can consist of the following:

- Grade 8/Proficiency or equivalent gains a credit for Year 1 Degree
- Academic reports and awards
- AQF level 5 and above
- Public examination reports and awards
- Delivered public lectures/professional workshops/live presentation
- Written work related to personal performances (marketing documents or online material, program notes)
- Video/DVD/Online video links,
- Audio recordings (CD/ITUNES/SPOTIFY)
- Written testimonials from choir masters, group members and/or from employers where employment positions demonstrate learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*

**Year 1  
History of Music      HISTMU 101**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b>	<b>Comments</b>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>	<i>Yes/No</i>	<i>If the objective was not met, what additional information is required?</i>
HISTMU1001	LO1. Understand cultural, social and technological changes that shaped and developed current trends in society from Medieval to Baroque periods of music history, including religious, political and philosophical influences.				
HISTMU1001	LO2. Display knowledge of the developments through the musical periods of Medieval, Renaissance to the Baroque period, including knowledge of the development and importance of musical contribution to early opera, music's beginnings, creation of scales, early use of modes, notation, harmony and counterpoint and its use in music, ethnic influences and their importance to music.				
HISTMU1001	LO3. Research and synthesize literature relating to composers, musical works, and instrument development through the Medieval and Renaissance period.				
HISTMU1001	LO4. Critically analyse written works from relevant Renaissance composers and write effectively to enable a full awareness				

	of music that contributes to preparation as a professional musician.				
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Evidence can consist of the following:

- Academic reports and awards
- AQF level 5 and above
- Delivered public lectures/professional workshops/live presentation
- Publications
- Written work related to history learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*



**Year 1  
Music Education MUSED 101  
Teaching Principles**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b>	<b>Comments</b>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>	<i>Yes/No</i>	<i>If the objective was not met, what additional information is required?</i>
MUSEDU1001	LO1. Display knowledge of various music examination syllabi and assessment.				
MUSEDU1001	LO2. Research and synthesize current teaching principles and methodologies and ability to apply strategies appropriate to age group and learning abilities.				
MUSEDU1001	LO3. Create a safe and supportive learning environment to teach in a private studio for individual or group situations or classroom.				
MUSEDU1001	LO4. Develop professional lesson plans that include appropriate technical work, goal setting, motivational techniques and take account of resourcing.				
MUSEDU1001	LO5. Communicate effectively and demonstrate inquiry based learning, concept learning and cooperative learning, teaching skills together with appropriate critique and feedback techniques.				

Evidence can consist of the following:

- Academic reports and awards

- AQF level 5 and above
- Lesson plans, Example lessons (music related preferred)
- Publications
- Teaching experience (music related preferred but please list any teaching experience)
- Written work related to Instrumental teaching learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*

**Year 1  
Musicianship MUSHIP 101  
Theory & Aural**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b> Yes/No	<b>Comments</b> <i>If the objective was not met, what additional information is required?</i>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>		
MUSTHE1001, MUSTHE1002	LO1. Demonstrate knowledge and understanding of the necessary essential notational rudiments.				
MUSTHE1001, MUSTHE1002	LO2. Transcribe and compose harmonies using conventional and contemporary methods				
MUSTHE1001, MUSTHE1002	LO3. Exhibit compositional skills writing unison melodies as well as two part writing applying counterpoint methods.				
MUSTHE1001, MUSTHE1002	LO4. Acquire knowledge, evaluation and exploration skills to communicate compositional techniques and structure of musical works including woodwind instruments.				
MUSTHE1001, MUSTHE1002	LO5. Recognise musical styles and composers of influential periods in music				

	history				
MUSTHE1001, MUSTHE1002	LO6. Aurally identify or reproduce rhythms and melodies in notated or vocal form.				
MUSTHE1001, MUSTHE1002	LO7. Aurally identify and score simple melodic components, including chords, intervals and cadences.				

Evidence can consist of the following:

- Theory Grade 6 or equivalent gains a credit for [Year 1 Degree]
- Aural Grade 8/Proficiency or equivalent gains a credit for [Year 1 Degree]
- Academic reports and awards
- AQF level 5 and above
- Publications
- Teaching experience (music related preferred but please list any teaching experience)
- Written work related to Musicianship learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*

**Year 1  
Orchestration ORCHST 101  
Instrumentation & Improvisation**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b>	<b>Comments</b>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>	<i>Yes/No</i>	<i>If the objective was not met, what additional information is required?</i>
ORCHIN1001	LO1. Demonstrate knowledge of technical components from the four major orchestral instrumental families.				
ORCHIN1001	LO2. Research and evaluate instruments' harmonic and melodic applications in musical works.				
ORCHIN1001	LO3. Display social, interpersonal and communication skills in writing original song lyrics, knowledge of negative or positive outcomes and social responsibilities, including poetic and lyrical techniques and the ability to communicate a musical message or idea to listeners.				
ORCHIN1001	LO4. Display knowledge of improvisational skills in the use of chordal and rhythmic patterns while performing and producing musical works.				
ORCHIN1001	Develop interpretative and creative compositional/arranging skills to combine given or create original sound FX and instrumental parts into rhythmical and melodic structured accompaniment with				

	given film.				
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Evidence can consist of the following:

- Evidence of previously completed compositions, provided in score form with analysis
- Academic reports and awards
- AQF level 5 and above
- Publications
- Teaching experience (music related preferred but please list any teaching experience)
- Written work related to Orchestration learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*

**Year 1  
Music Technology MUSTEC 101  
Sequencing**

**RPL Assessment Form**

<b>Student Name</b>	
<b>Course Name &amp; Code</b>	Bachelor of Music V13940

<b>Assessor's Name</b>	
<b>Assessor's Signature</b>	
<b>Date</b>	

<b>EVIDENCE MAPPING: THIS SECTION IS TO BE COMPLETED BY THE APPLICANT</b>				<b>Verification: For completion by RPL assessor</b>	
<b>Module Name/Code</b>	<b>Learning Outcomes</b>	<b>Evidence that learning outcomes have been met</b> <i>Includes: Academic transcript and award; workplace or private development;</i>		<b>Objectives met</b> Yes/No	<b>Comments</b> <i>If the objective was not met, what additional information is required?</i>
		<b>Documents</b> <i>List documents provided</i>	<b>Demonstrable Outcomes</b> <i>Description of how documents meet objectives</i>		
MUSTES1001	LO1. Demonstrate sound knowledge of ICT sound production, musical equipment and sequencing with the ability to apply knowledge effectively.				
MUSTES1001	LO2. Research and evaluate current music technologies and equipment and think critically to apply knowledge effectively.				
MUSTES1001	LO3. Communicate information and ideas effectively in both written and oral formats.				

Evidence can consist of the following:

- Academic reports and awards
- AQF level 5 and above
- Recordings (on Spotify/iTunes/YouTube/USB)
- Sound engineer experience (letter of referral)
- Publications
- Teaching experience (music related preferred but please list any teaching experience)
- Written work related to Music Technology learning outcomes

Students will be contacted as to the result of their application for RPL.

*Please attach extra evidence documents and if column is not sufficient in size, please use an additional sheet with clear markings of reference to the unit and learning outcome.*