ANZCA
MUSIC EXAMINATIONS
anzca.com.au Est. 1983

EXAMINATION HANDBOOK 2026

General Information
Regulations
Closing Dates
Examination Fees

Preface

Welcome to the *ANZCA Examination Handbook 2026.* This book includes general information, regulations and guidelines for ANZCA examinations in the forthcoming year.

Those teachers who are new to ANZCA will find a concise introduction to the examination system, including its history, aims and method of assessment.

ANZCA syllabuses are available for purchase from the office, our online store and music stores, or as free PDF downloads from the Syllabuses page of our website.

The General Manager and Board of Directors welcome comments on any aspect of our service (by phone, mail or email at admin@anzca.com.au), and wish teachers and their students a rewarding year in music.

All contents of this manual, including the ANZCA name and logo, are Copyright © ANZCA Ltd., and may not be reproduced without permission.

Contents

Preface **1**

General Information **3**

Registered Office and General Manager 3

Board Directors 3

International and Australian State/Territory Representatives 3

Examiners 4

Local Representatives 5

Introducing the ANZCA Examination System **6**

Important Information for 2026 7

Assessment 7

Additional Teacher Information and Support 8

Regulations **9**

Examination Enrolments 9

Practical Examinations 10

Written Examinations 13

Results 13

Additional Requirements 14

Graduation Ceremony 14

Complaints 14

Examination Fees 2026 . . . . . **15**

Examination Closing Dates 2026 . . . . . **16**

General Information

REGISTERED OFFICE:

Postal Address: P.O. Box 3277, Nunawading Business Hub Vic. 3131, Australia
Office: 3/33 Heatherdale Road, Ringwood Vic. 3134, Australia
A.B.N. 12 006 692 039
Phone: (03) 9434 7640
Email: admin@anzca.com.au Web: www.anzca.com.au
Office hours: 8:30 am to 4:30 pm AEST/AEDT, Monday to Friday.

GENERAL MANAGER: **TONY BETROS**

BOARD DIRECTORS:

MAY GAVIN Chairperson
MAUREEN GRIEVE Vice Chairperson
MAUREEN MILTON, OAM
BRENDAN HAINS
AUDREY CHIN (Malaysia)

INTERNATIONAL REPRESENTATIVES:

New Zealand, North Island	**CHERIE KAUSHAL,** *Auckland*	PH. 021 112 9515
New Zealand, South Island	**DIANNE OFFICER,** *Dunedin*	PH. 027 504 9450
Malaysia/Brunei/Singapore	**AUDREY CHIN,** *Time & Tune, Kota Kinabalu*	PH. 012 828 5111
Indonesia	**PT. SINTANADA MUSIC EDUCATION,** *Jakarta*	PH. (21) 451 6762
Thailand	**PANADDA HONGSAKUL,** *Bmas International Music and Performing Arts Academy*	PH. 081 621 4307

AUSTRALIAN STATE AND TERRITORY REPRESENTATIVES:

A.C.T.	**GISELLE ROBERTS,** *Wanniassa*	PH. 0412 982 708
N.S.W.	CONTACT THE ANZCA OFFICE	
N.T.	**STEVE ATHERTON,** *Humpty Doo*	PH. 0407 367 670
Qld.	**DR KERRY VANN-LEEFLANG,** *Brisbane*	PH. 0409 494 279
S.A.	CONTACT THE ANZCA OFFICE	
Tas.	CONTACT THE ANZCA OFFICE	
W.A.	**LIANE MOLEWYK,** *Dalyellup*	PH. 0414 334 338

EXAMINERS:

New South Wales

Heather Boyd, B.Mus., FTCL, LTCL, A.Mus.A.
Sandra Conwell, Cert.M.T.(NSW Con.), ADMT(NSW Con.), ATCL(T)
Kerrie O'Connor-Brown, FTCL, LTCL, ATCL, A.Mus.A.
Mark Quarmby, B.Mus., F.Dip.A., LTCL, A.Mus.A.
Robert Woodward, Ph.D., B.Mus.(Hons.)

Queensland

Jodie Davis, Grad.Cert.Mus (Qld Con), Grad.Dip.Mus (QUT)
Cynthia Delaney, ATDA, A.T.Mus.A., Cert. Kodaly Ed.
Joanna Gibson, M.Mus., B.Mus.(Hons.), L.Mus.A., A.Mus.A., C.Mus.A.
Karen Henderson, B.Mus., LYMF
Jack Ingram,
M.Mus., FATD, FTCL, LTCL(Hons.), A.Mus.A.(Piano), A.Mus.A.(Trumpet)
Janet Jackson, A.Mus.A.
Josephine Jin, Ph.D., M.Mus., B.Mus.(Hons.)
David Loveland
Dorothy McCormack,
FTCL, LTCL, M.Mus., B.Mus.Ed., A.Mus.A., FFCSME, DSME
Paula Melville-Clark, M.Mus.(Pedagogy), G.Dip.Mus.,
B.A.(Dist.), LGSM (Piano), LISTD, Dalcroze Cert.(Aus.)
Melissa Mitchell, B.Ed.(F.E.T.)
Michaeleem Monsour, A.Mus.A., FTCL, LTCL, ATCL
Jeanine Tegg, B.Mus., FTCL, LTCL, L.Mus.A., A.Mus.A.
Kerry Vann-Leeflang, Ph.D., M.Mus., B.Mus.(Hons.), B.A., Dip.Ed.,
FTCL, LTCL, ATCL, A.Mus.TCL, A.Mus.A.

South Australia

Jennifer Campbell,
BMBS, B.Mus.(Perf.)(Hons.), L.Mus.A., A.Mus.A., Cert.Mus.(Accomp.), MIMT

Victoria

Margaret Baker, A.Mus.A., MIMT
Darryl Barron, Ad.Cert., B.Mus.Perf., B.Teach., A.Dip.A., LTCL, FTCL
Tony Betros, F.Dip.A., A.Dip.A., MIMT
David Booth
Melissa Condello, B.Ed., B.Mus.
Belinda Cook, B.Mus.(Melb.)
Andrew Craggs, B.A.(La Trobe), A.Dip.A.(Piano), A.Dip.A.(Organ)
Emmanuel Cuschieri, B.Ed., A.Dip.A.(Hons.)
Gianna Galea, B.Mus.(Melb.), A.Mus.A., PCTCL
May Gavin, T.Mus.A., L.Mus.A., A.Mus.A.
Trudy Gittins, MA(Mus.Perf.), B.Mus., L.Mus.A., A.Mus.A., STCP
Maureen Grieve, AUA(Dip.Mus.), A.Mus.A., MIMT
Brendan Hains, F.Dip.A.
Margaret Hooper, B.Mus.(Voice)
Clarence Marshall, F.Dip.A.(Hons.), Perf.Dip.(Hons.)
Maureen Milton, OAM, A.Dip.A., A.Mus.A., MIMT

Victoria (Continued)

Mark Murphy, A.Dip.A.(Hons.)
Michelle Nelson, B.Mus.(Hons.), L.Mus.A., A.Dip.A., A.Mus.A.
Stefanie Perl, B.Mus.(Melb.), L.Dip.A., A.Dip.A., L.Mus.A.
Joanne Roberts, B.Mus.Ed., A.Mus.A., Cert.IV Mus.Perf.
John Siranidis, B.Ed
Michael Smith, B.Ed.(Mus.), A.Mus.A., MIMT
Greg Stone,
A.Dip.A., LLCM, ALCM, DipLCM, LLCM(TD), ALCM(TD), DipLCM(TD)

Western Australia

Valorie Guldbaek, A.Dip.A., PCMC, Grad.Cert.
Michelle McConnell, Cert.Mus., ADPA(WA Con.), A.Mus.A.
Liane Molewyk, B.A.(Secondary Ed.), B.Ed.(Hons.)
Gloria Underwood

New Zealand

Lynda Moorcroft, Ph.D.(Sydney), Diplom Stimmbildung (Vienna),
B.Mus., Dip.Ed., L.Mus.A.(Piano & Singing)
Sharlene Penman,
B.Mus., LTCL, ATCL, L.Mus.TCL, A.Mus.TCL., LRSM, AIRMT

Malaysia

Tay Cher Siang, M.Mus.(WVU)
Grace Leong Zhe Fui, MA, B.Mus.(Jazz Studies)
Tham Horng Kent, D.Mus.Perf., M.Mus.(Perf.), B.Mus.(Perf.), FTCL, LTCL
Alton Wong, D.M.A., M.M., B.M.(Hons.), A.Dip.A.

LOCAL REPRESENTATIVES:

N.S.W.	**SANDRA CONWELL,** *Illawong*	PH.	0425 281 231
	SHARYN MACDONALD, *Maclean*	PH.	0429 153 023
	JULIE POTTS, *Newcastle area*	PH.	0405 448 704
	ANNE RUSSELL, *Port Macquarie*	PH.	0412 071 162
Qld.	**CYNTHIA DELANEY,** *Whitsundays/Bowen area (co-rep)*	PH.	0407 035 963
	VERA DI BELLA, *Ingham/Magnetic Island/Burdekin area*	PH.	0418 870 899
	CLARE ELLIOTT, *Sunshine Coast (co-rep)*	PH.	0420 277 695
	KAREN HENDERSON, *Redlands & surrounds*	PH.	0438 546 614
	PAULA MELVILLE-CLARKE, *Toowoomba*	PH.	0411 234 722
	MELISSA MITCHELL, *Gladstone to Gympie*	PH.	0407 543 669
	MICHAELEEM MONSOUR, *Sunshine Coast (co-rep)*	PH.	0411 207 391
	KIMON PETERS, *Gold Coast*	PH.	0412 400 877
	DEANNE SCOTT, *Brisbane & surrounds*	PH.	0434 935 482
	HELEN SEDMAN, *Whitsundays/Bowen area (co-rep)*	PH.	0428 859 882
Tas.	**LEONIE WATSON-PETERS,** *Devonport*	PH.	0400 847 378
Vic.	**SALLY BELLINGHAM,** *Bendigo*	PH.	0417 558 379
	HEATHER MILES, *Wangaratta*	PH.	0403 884 348
W.A.	**VALORIE GULDBAEK,** *Perth*	PH.	0406 608 862
New Zealand	**MIRIAM DU FEU,** *Tauranga*	PH.	(07) 578 6479
	JOCELYN LUDLOW, *Hastings*	PH.	027 515 1678
	SUE LUPTON, *Taranaki*	PH.	027 434 4520
	SANDRA LYNCH, *Auckland*	PH.	021 256 1760

Introducing the

ANZCA Examination System

Australian and New Zealand Cultural Arts Limited is a non-profit examining body of the performing arts. It is governed by a Board of Directors, who give of their time in an honorary capacity, and administered from a central office in Melbourne. ANZCA aims to provide music teachers and students with an examination system which is both accessible and innovative, combining the security of a proven format with an exciting range of repertoire.

ANZCA was formed in Melbourne in 1983. Now thoroughly established in Australia, New Zealand, Indonesia, Malaysia, Thailand and Singapore, ANZCA offers up to three face-to-face practical and two theory examination series annually. Practical video exams (Video Performance and ANZCA Go! formats) are also available anytime, including outside the set exam series and areas. Modern and classical exams are held in pianoforte, organ, guitar, voice, trumpet and flute, as well as contemporary exams in pianoforte duet, mandolin, ukulele, bass, drum kit, trombone, clarinet, saxophone, accordion, recorder, strings and theory of music. Practical Performance exams are also available for all instruments listed above, comprising four pieces only at each level.

ANZCA's continued success lies in the combination of sound educational principles with a practical, common-sense attitude to the content and process of music examinations.

The assessment of most instruments includes up to three beginner levels (Introductory, Preparatory and Preliminary) preceding Grade One to ensure a comfortable introduction to music examinations, especially for the very young candidate. From Preparatory to Grade Eight, each standard comprehensive practical examination consists of Technical Work, three or four List pieces (depending on the exam level), General Knowledge, Sight Reading and Aural Tests. Each section is given both a comment and a corresponding mark, with a total score out of 100. Beyond Grade Eight, three levels of Diploma (Performer and Teacher) are offered: Associate, Licentiate and Fellowship.

ANZCA believes that music is a living art, and aims to encourage the development not only of the traditional elements of technique and interpretation, but also of creativity. This is reflected in the inclusion of an improvisation alternative to sight reading for Modern Pianoforte candidates, and improvisation elements in some Aural Test exercises for most subjects. Embellishment and/or improvisation are expected in modern stream examinations (where appropriate), and from Grade One both streams may include a Free Choice list. This piece, which is marked equally with the set lists, may be from any source and in any style, within the syllabus requirements.

The ANZCA examiners comprise a highly professional group, including distinguished recitalists and music educationalists from universities and colleges throughout Australia and New Zealand. Both acknowledged experts in their field *and* experienced teachers, ANZCA's examiners are very mindful of the real problems facing the student and teacher alike. Candidates are greeted by name and treated in a friendly, relaxed manner. Every effort is made to put the candidate at ease and make the examination a positive, enjoyable experience.

Feedback from teachers is encouraged, and policy is continually reviewed and adjusted, so that ANZCA can always meet the demands of a constantly changing society. Relevant observations or suggestions from teachers are welcomed.

Important Information for 2026

ANZCA SYLLABUSES

The 12-month syllabus changeover period has now ended. From this year, the 2025–27 ANZCA syllabuses must be used wherever available. For instruments yet to be updated, the most recent editions remain current for this year.

PERFORMANCE AND GO! RESULTS NOW ACCEPTED FOR QCE

Queensland teachers and students will be pleased to learn that successful results for ANZCA Performance and Go! exams for Grade Four and above are now accepted for the Queensland Certificate of Education (QCE).

To ensure that results are submitted to QCAA, please be sure to include **both** the student's LUI number **and** date of birth with **each** examination entry.

VIDEO PERFORMANCE AND ANZCA GO! EXAMINATIONS

ANZCA offers two video-based examination streams: **Video Performance** and **ANZCA Go!**

See the 'Performance and Video Exam Options' section of the 2025–27 syllabus for full details.

ANZCA'S NEW TEACHING QUALIFICATIONS

ANZCA is proud to introduce a fresh, flexible, and globally accessible approach to music education: our all-new, digitally submitted Teaching Qualifications are now available to aspiring music educators around the world!

Whether you're an experienced studio teacher or just starting your journey, these qualifications are designed to enhance your expertise, elevate your career, and provide formal recognition of your teaching skills.

Four levels are offered: Teaching Certificate (T.Cert.A.), Associate (A.T.Dip.A.), Licentiate (L.T.Dip.A.) and Fellowship (F.T.Dip.A.).

For full details of all levels, download the Teaching Qualifications syllabus from the Syllabuses page of our website (anzca.com.au/syllabuses).

Assessment

CRITERIA:

Assessment is based on an comprehensive set of criteria, summarised as follows:

a) Technical ability: appropriate for the grade, comprising accuracy, facility, co-ordination and control.
b) Musicality: including interpretation, understanding of the style and structure of the works performed, dynamics, phrasing, rhythmic stability and melodic shape.
c) Performance: conveying to the listener the character and spirit of the music with fluency and style.

BASIS:

All assessment depends upon the extent to which the candidate succeeds in achieving the above criteria. To ensure stability of marking standards, new examiners undergo a two-year training course, and all examiners attend regular meetings for ongoing training.

Assessment of standard practical examinations covers Technical Work, two (Introductory), three (Preparatory to Grade Three) or four (all other grades) pieces of differing styles, Sight Reading, Aural Tests and General Knowledge. Improvisation tests are included as an alternative to Sight Reading in Modern Pianoforte and Modern Organ from Grade Two.

Performance Syllabus, ANZCA Go! and Jazz Syllabus exam assessment is based on four pieces only at all levels. There are no other requirements or requisites. Performance Syllabus requirements are found on the last pages

of each syllabus/instrument; Jazz Syllabus requirements are listed in each repertoire book.

Examiners' comments are written during the examination. These are intended to assist the candidate and teacher, and correspond to the marks or grading awarded.

Assessments are based on the following guidelines for grade levels:

- **Introductory to Grade Three:** Development of basic music skills and technical accuracy. While an appropriate grade standard must be attained, students are given every encouragement for their efforts.
- **Grades Four and Five:** Development of a greater sense of musicality and style.
- **Grades Six and Seven:** A high degree of technical security and maturity of performance.
- **Grade Eight and Diplomas:** Stylistic awareness, musical sensitivity and technical competence.
  A guideline handbook for all Diplomas is available from the Syllabuses page of the ANZCA website.

GRADINGS AND CERTIFICATES: See *Regulations,* nos. 89 and 90.

Additional Teacher Information and Support

SUBSCRIPTION: On payment of an annual subscription, teachers receive an annual certificate, one free syllabus (with each new edition release; instrument of the teacher's choice), and a discount on ANZCA publications, workshops and other events.

ANZCA ONLINE: In addition to our website (www.anzca.com.au), ANZCA provides information and support material through its Facebook page, and YouTube and Soundcloud channels.

SCHOLARSHIPS are offered annually for students sitting ANZCA examinations, including for Grades Four and Five Theory of Music and Grade Six practical. For further details, see the Scholarships page of the ANZCA website.

STATE AND TERRITORY CERTIFICATES OF EDUCATION:
Many ANZCA subjects are approved for inclusion on the following state and territory education certificates:

- Senior Certificate *and* Queensland Certificate of Education (QCE)
- South Australian Certificate of Education (SACE)
- Northern Territory Certificate of Education (NTCE)
- Western Australian Certificate of Education (WACE)

ANZCA standard practical exam results of Grade Seven and above can also be used to obtain a ranking from the Queensland Tertiary Admissions Centre (QTAC) for application to some Queensland tertiary institutions. Application for this ranking can be made to QTAC, or by forms available from school counsellors.

For further information, see the following websites:
Queensland Curriculum and Assessment Authority https://www.qcaa.qld.edu.au
Senior Secondary Assessment Board of South Australia https://www.sace.sa.edu.au *(S.A. and N.T.)*
School Curriculum and Standards Authority (Western Australia) https://senior-secondary.scsa.wa.edu.au

GRADUATION CEREMONY: A graduation ceremony and concert is conducted annually, at which Diploma graduates wear the ANZCA academic dress. The dress is a plain black gown, and black stole with a blue edge (Perf.Dip.), apricot edge (A.Dip.A.), green edge (A.T.Dip.A.), blue face (Adv.Perf.Dip.), apricot face (L.Dip.A.), green face (L.T.Dip.A.) or burgundy face (F.Dip.A. and F.T.Dip.A.).

Regulations

Examination Enrolments

ENTRY FORMS:

1. All examination entries must be submitted on the official ANZCA entry forms or through the online enrolment portal only. Forms for Face-to-Face and written exams are available from the office and the website, and may be photocopied. Video exams (Performance and Go!) must be enrolled through the online portal.
2. The following examination entry forms are available for Face-to-Face and written exams:
   - Practical – Introductory to Grade Seven;
   - Practical – Grade Eight and Diploma;
   - Written – all grades.

   The appropriate form for the grade/subject must be used.
3. In the case of multiple entry forms, each sheet must be completed and the forms stapled together. (Practical and written forms should not be stapled together.)
4. Entry forms are included with examination results.
5. Where applicable, teachers **must** submit the name and address of an appropriate supervisor for theory examinations at the time of entry. Where this information is not supplied, ANZCA reserves the right to cancel entries or to transfer candidates to the next examination series.

   Written examinations may be held in any centre provided that a suitable venue and supervisor are available. Reasonable costs will be covered by ANZCA for any centre with 20 or more students.
6. Entry forms must be signed by the teacher, and constitute an agreement to abide by ANZCA regulations.
7. Enrolments are accepted by ANZCA on the understanding that teachers and students are familiar with the examination requirements and procedure as set out in ANZCA syllabuses and support material, including the Video Examinations Procedure document.
8. ANZCA reserves the right to refuse or cancel the entry of any candidate if considered necessary.

TEACHER NUMBER:

9. Teachers must include their teacher number on the entry form. Provision for this is made on both the front and back (in the upper left hand corner) of each form. New teachers will be allocated a number when their entries are recorded in the examination database, or on application by phone or email to the office.

ENROLMENT FEES:

10. Correct fees (cheque/money order, credit card or electronic payment details) must accompany all entries.
11. If using printed entry forms, **one** payment per teacher/studio only will be accepted.
    For online entries, payment is required **at the time of enrolment.**
12. Cheques/money orders should be made payable to ANZCA.
13. Fees may be paid electronically using direct deposit, or by PayPal to admin@anzca.com.au.
14. Fees are not refundable under any circumstances.
15. Dishonoured cheques will result in the teacher incurring an additional fee to cover ANZCA's associated banking and bookkeeping costs. These costs are irrespective of the cheque amount.

LATE ENTRIES:

16. Late entries will be accepted up to one week (7 days) after the closing date; a late fee must be included with the examination fee (see current Examination Fees list).
17. Entries received after this period may not be accepted.

CANDIDATE DETAILS:

18. Teachers must ensure that all details, particularly spelling of students' names, are correct. A fee will be charged for alterations once report forms have been created.
19. Candidates' date of birth must be completed (where required) on the entry forms.

MEDICAL CONDITIONS:

20. Teachers of students with medical or other conditions (e.g. vision or hearing limitations, asthma or allergies, epilepsy, Autism Spectrum Disorder, etc.) which may affect the examination process or requirements must submit written notification to ANZCA, either with the entry form or no later than four weeks prior to the examination. This information should include a medical certificate wherever possible, and an action plan to deal with the condition. Teachers must **not** hand notes to the examiner on the day of the examination. Examiners will only act on advice received in advance from the office.
21. Each case will be considered individually as to whether the examination can be modified or assessed without marks.

ENROLMENT CONFIRMATION:

22. Following the closing date for each Face-to-Face or written exam series, teachers will receive an enrolment confirmation list. Teachers are required to check all candidate details (including name, instrument, grade, etc.) on this list, and advise the office in writing of any alterations. For any candidate added, a late fee **and** entry fee must accompany the returned list.
23. All alterations must be received at the ANZCA office by the date on the confirmation list. After this period, alterations to names will only be made to the final certificate, while corrections relating to subject or grade will incur a charge to cover the reprinting/revision of exam material (see current Examination Fees list).

TRANSFERS AND CANCELLATIONS:

24. Application to change set examination times for **practical Face-to-Face examinations** must be made, by the **teacher**, to the office. Transferred exams require a payment of the current grade fee, less 50% of the amount already paid.
25. Applications to transfer **written examination** candidates to new centres must be submitted to the office **at least** four weeks prior to the set examination date. No transfers will be accepted within four weeks of the examination.
26. Candidates transferring for any reason can change grade (by paying the difference in fee if applicable, in addition to the transfer fee), but cannot change subject. Transfers must be completed by the end of the year following the original exam date.
27. Teachers are requested to notify the office of any examination cancellations.
28. Transferred students must lodge an entry by the closing date of the required session in order to be enrolled. A student is not enrolled until an entry form for the new session is received. Enrolment cannot be transferred from one candidate to another.

Practical Examinations

EXAMINATION DATES:

29. Exams are scheduled Monday to Saturday, and occasionally Sunday.
30. ANZCA will, wherever possible, accommodate teachers' requests for examination dates, provided that this information is submitted on the entry form. This includes details of religious days (including the Sabbath), dates of school examinations, excursions or camps, private school holidays (where these differ from those for State schools) or any other limitations to be considered.
31. If necessary, ANZCA may schedule examinations during the first week after school holidays.
32. It is possible that Series 3 examinations may overflow into December in some areas. Teachers cannot request a December date, but should expect that some examinations may be set at that time.

STUDIO ALLOCATION:

33. If teachers wish their students to be examined in practical subjects at a particular school or studio, this must be stated on the entry form. Permission from the school or studio must be obtained before the entry is lodged with the ANZCA office. It is the teacher's responsibility to ensure the availability of the school or studio, and to be present to supervise their students at the centre if required.
34. If no centre is specified on the entry form, candidates will be scheduled at the nearest available venue.
35. A school or studio must have approximately **three hours** of examining time before ANZCA will consider assigning an examiner to that centre. If a centre does not have the required time but is agreeable, ANZCA may be able to make up the required time with candidates from other teachers.

36. Where a teacher's entries include more than one instrument, candidates may be scheduled according to instrument/subject on different days and/or centres, according to the availability of examiners.

STUDIO REQUIREMENTS:

37. Every centre must provide a **safe** environment and adhere to the ANZCA Child Protection policy. Teachers must ensure that adequate public liability insurance is in place to cover both examiners and students.
38. A supervisor must be present at all times to ensure each candidate enters the examination room as required.
39. The examination room must be separated from the view and hearing of the general public, and from external noise.
40. A desk or table and chair must be provided for the examiner, with access to a power point.
41. Where a school or studio is made available for pianoforte examinations, teachers must ensure that the instrument is tuned and of examination standard.
42. All studios must provide a keyboard instrument for aural tests, irrespective of the instrument being examined (Drum Kit excepted).
43. A waiting room away from the examination area must be provided for candidates.
44. The examination centre is expected to provide the examiner with tea or coffee at morning tea, and a light lunch (e.g. sandwiches), where these are included on the timetable.
45. Studios are **not** expected to provide practice time for candidates sitting at their centres.

EXAMINATION TIMETABLES:

46. Once dates and times are set for each centre, an examination timetable will be forwarded to the centre. Teachers must **not** alter this timetable.
47. Teachers must not contact examiners to discuss timetables or any other details of examinations.

EXAMINATION TIMES:

48. The times allowed for practical Face-to-Face examinations are:
    - *Standard practical exams* –
      Introductory & Preparatory: 10 min. (except Preparatory Modern Singing: 15 min.)
      Preliminary & Grade 1: 15 min. Grades 2 & 3: 20 min. Grades 4 & 5: 25 min.
      Grade 6: 30 min. Grade 7: 40 min. Grade 8: 50 min.
      Associate / Licentiate Performer: 60 min.
      Fellowship Performer: 75 or 90 min. (depending on the instrument).
    - *Jazz Syllabus* – All levels: 15 min.
    - *Performance Syllabus and Pianoforte Duet exams* –
      Preparatory–Grade 1: 10 min. Grades 2 & 3: 15 min. Grades 4, 5 & 6: 20 min.
      Grades 7 & 8: 30 min. Diplomas: 60 min.

    Candidates should arrive at the examination centre at least 15 minutes before the scheduled exam time.
49. Teachers must be prepared for examinations to commence at 8:45 am.

ENTRY SLIPS AND PROGRAM LISTS:

50. For **Face-to-Face exams,** entry slips with venue, date and time will be emailed to teachers at least three weeks prior to the examination. Candidates must bring the entry slip to the examination. Pieces to be performed must be listed on the entry slip.
    For **Video exams,** a list of pieces to be performed must be submitted at the time of enrolment.

IN THE EXAM ROOM:

51. Only examiners and candidates may enter the examination room, with the following exceptions:
    - An **accompanist**, who is to be present in the room only when required. It is the responsibility of the candidate to provide an accompanist.
    - A **page turner** (**not** the teacher) may be present when required at Diploma levels **only**.
    - The **teacher**, strictly in the event of student illness or technical problems with instruments or other equipment **only**.
52. For Face-to-Face examinations, neither teachers, parents, nor any other person may enter the exam room for any reason, including page turning or sorting music books, except as specified in point 51 above.
53. Teachers and candidates must expect that at times there may be two examiners for levels below Diploma. New examiners need the opportunity to learn in both practical and theoretical situations.

LIST PIECES:

54. Examiners may, at their discretion, hear the whole or any portion of the works presented for examination, or stop a piece before it is completed; this should not be interpreted as criticism of the performance.
55. Candidates must bring the original music for each list into the examination room, including the *Free Choice* solo. This includes pieces to be performed from memory.
56. Candidates must supply the examiner/s with copies of their music at the beginning of the examination under the following circumstances:
    - In Grades Six and Seven, a copy of any *Free Choice* piece which is not listed in the syllabus.
    - In Grade Eight and Diplomas, copies of all list pieces.

    In all cases, photocopies will be retained by the examiner and destroyed.
57. Except for the *Free Choice* section, any work presented which is not set for the grade will be marked either from half the maximum score, or as *Not able to assess*.
58. It is the teacher's responsibility to ensure that the *Free Choice* solo is of at least the grade standard. Copies **should not** be submitted to the office for approval.
59. Any standard edition of works will be accepted for classical examinations. Candidates for modern examinations **must** use the edition specified in the syllabus.
60. Candidates should be familiar with repeats, although these should not be performed in the examination; however, *Da capo* and *Dal segno* directions should be observed. Modern-stream candidates may include one repeat with embellishment or improvisation.
61. Where a candidate enters for more than one exam stream (i.e. Classical, Modern, Performance or Go!) in the same grade and instrument, **no** solo is to be used twice. A *Free Choice* selection from a higher grade can **not** be used again at a higher level.
62. ANZCA does not approve of the use of photocopies in examinations. Candidates **must** present for examination with their own books or sheet music (including digital downloads), and **will not** be allowed to present works from photocopies of ANZCA publications. A photocopied portion of a page may be used for convenience of turning.
63. Candidates must erase written marks from their music prior to the examination. Marks indicating embellishment, fingering, bowing, pedalling or registrations will be accepted.
64. Tempo should be in keeping with the style of the pieces. Where indicated, the metronome marks are to be regarded as an approximate indication of tempo.
65. Where a backing recording is to be used, each candidate must have a separate recording, to be correctly cued (where applicable) before entering the examination room. It is the responsibility of the teacher or candidate to provide suitable playback equipment and to ensure its smooth and timely operation.
66. Although not mandatory (except for some Diploma levels), candidates are encouraged to memorise one or more of their pieces.

DIPLOMA EXAMINATIONS:

67. Face-to-Face Performer Diploma examinations will be held in capital cities, or large provincial centres by arrangement.
68. Diploma examinations will be assessed by a minimum of two examiners. This may include the use of video or audio recordings.
69. Completed requisites/prerequisites must be included on the examination entry form.
70. All requisites/prerequisites must be fulfilled within the time limits specified in each syllabus.

TUNING AND EQUIPMENT:

71. Instruments must be tuned prior to commencing the examination, and may be adjusted during the examination at an appropriate time if necessary. (See syllabus for requirements.)
72. With the exception of piano and organ examinations, candidates are expected to provide their own instruments, including any extra equipment required (i.e. amplifiers, keyboard/music stands, backing recordings and playback equipment, etc.).

RECORDINGS – FACE-TO-FACE AND VIDEO EXAMINATIONS:

73. The examiner may at times record a practical examination, but this recording will remain the property of ANZCA and will **not** be made available to the teacher or candidate.

74. Recording of Face-to-Face practical examinations is **not permitted** under any other circumstances, with or without the knowledge of the examiner.
75. Each Video examination will be assessed by one examiner only from a single viewing of the recording.
76. Video examination recordings must not be distributed, or used to obtain a second opinion or assessment from any other person or organisation.
77. Video examination recordings will be deleted from ANZCA's system one month after results have been posted. A small number of videos may be retained for examiner training purposes, with any identifying details of the student or teacher removed.

Written Examinations

EXAMINATION DATES:

78. Theory examinations are held twice each year on set dates. Under no circumstances can the set dates or times be changed.

ENTRY SLIPS:

79. Entry slips with venue, date and time will be forwarded to teachers approximately three weeks prior to the examination. Candidates must bring this entry slip to the examination.

EXAMINATION TIMES:

80. The time allowed for each written examination is as follows –

    Preliminary: 45 min. Grade 1: 1 hour. Grade 2: 1½ hours.
    Grade 3: 2 hours. Grade 4 and above: 3 hours per paper.

    Candidates should arrive at the examination centre at least 15 minutes before the scheduled exam time.
81. Candidates will be given five minutes' reading time before the examination commences.
82. No candidate may leave the examination room within the first half hour of the exam. No candidate will be admitted to the examination room after this period.
83. ANZCA and its supervisors cannot take responsibility for students once they leave the exam room.

    As many candidates complete their examination in less than the time allowed for their respective grade, parents or guardians should be ready to collect students **before** the scheduled finish time. It is not the supervisor's role to mind children after the examination or to check they have been met by their parents.

MATERIALS:

84. It is the candidate's responsibility to ensure they are given the correct examination paper.
85. Candidates may bring only the following materials into the exam room: pens, pencils, an eraser, correction fluid and a ruler.
86. **No** books or writing paper may be brought into the examination. Manuscript paper for rough work is provided, and must be handed in with the completed exam paper.
87. Mobile phones must be turned off before the candidate enters the exam room, and must not be visible to the candidate during the exam. Headphones can not be used during the exam.
88. Examinations may be completed in pencil, but work must be clear and legible, otherwise marks may be lost.

Results

GRADINGS:

89. Marks for practical (including Group Performance) and theory grade examinations are assessed as follows:
    - 95-100 – First Class Honours; 85-94 – Honours; 75-84 – Credit; 60-74 – Pass; 59 and under – Not Satisfactory.
    - Introductory, Pianoforte Duet and String Quartet: No marks will be given. For details of assessment, see the relevant syllabus.
    - Successful Diploma candidates are awarded Honours or Pass.
    - Unless marked otherwise, where an examination consists of two or more parts (not including prerequisites), the pass mark will be an average of 75% over all sections, with no one section having a mark lower than 70%.

CERTIFICATES:

90. A certificate is awarded to each candidate who has reached the required standard to pass. The certificate will show the candidate's name, assessment, grade, instrument, teacher's name and date.

PRACTICAL EXAMINATION RESULTS:

91. Reports will be emailed to teachers as soon as possible after they are received at the office, with printed reports and certificates (except for Go! and Diplomas) following thereafter.

WRITTEN EXAMINATION RESULTS:

92. Reports will be emailed to teachers on the date listed for each series on the current Examination Closing Dates list. Printed reports and certificates will be posted to teachers as soon as possible after this time.

REPLACEMENT CERTIFICATES:

93. Certificates which have to be replaced due to teacher error or reissued at a later date will incur a fee (see current Examination Fees list).

Additional Requirements

94. Certificates will not be issued from Grade Six unless the additional requirements listed in the syllabuses have been obtained and details entered with the enrolment. Where this information is not given, a charge (see current Examination Fees list) will be incurred to issue the certificate subsequently. (Note: all requisites must be ANZCA examinations, completed within five years of the practical examination, except where otherwise marked.)
95. Where requisites are obtained after the practical examination, certificates will be sent to teachers only on application to the office. A fee (see current Examination Fees list) per mailing must be sent to the office with the application.
96. Queensland Certificate of Education students **must** submit their LUI number **and** date of birth to ANZCA with **each** exam entry in order for exam results to be included in their QCAA record.

Graduation Ceremony

97. Successful Diploma candidates from all regions will be conferred with their certificates at the annual Graduation Ceremony, held in Melbourne in February or March each year. Where a graduand is not able to attend the ceremony, the certificate will be forwarded to the teacher following the ceremony date.
98. Graduands in practical Diplomas are expected to perform at the Graduation Concert.

Complaints

99. The examiner's decision is final and under no circumstances will any alteration be considered.
100. ANZCA has a complaints procedure in place, and issues of concern should be submitted in writing to the General Manager (email: tony@anzca.com.au). Complaints will only be discussed with the teacher or signatory of the entry. Under **no** circumstances may teachers contact examiners with complaints.
101. Complaints must be submitted within four weeks of the teacher receiving the examination results.
102. All complaints will be kept strictly confidential between the ANZCA Board/Administration and the examiner.

Examination Fees 2026 *(Australia – GST Inclusive)*

Examination Grade	*Theory*	*Piano Duet**	*Performance / Go!*	*Practical*
Introductory				95.00
Preparatory			104.00	104.00
Preliminary	84.00	56.50	113.00	113.00
Grade One	84.00	56.50	113.00	113.00
Grade Two	102.00	66.50	133.00	133.00
Grade Three	102.00	66.50	133.00	133.00
Grade Four	114.00	77.50	155.00	155.00
Grade Five	127.00	77.50	155.00	155.00
Grade Six	138.00	77.50	155.00	186.00
Grade Seven *Per paper (Part I or II):*	154.00	93.00	186.00	228.00
Grade Eight		93.00	186.00	257.00

**All Duet prices are per student.*

Jazz Syllabus / Ukulele	*Practical*
Level 1	113.00
Level 2 / Level 3	133.00
Level 4 / Level 5	155.00

Certificate / Diploma Level		*Theory / Written*	*Practical*
Teaching Certificate	Module 1	325.00	
	Module 2	375.00	
	Module 3	300.00	
	Module 4	275.00	
Associate Teaching	Module 1	300.00	
	Module 2	325.00	
	Module 3	400.00	
	Module 4	325.00	
Associate Performer / Performance Diploma			444.00
Associate Theory	Part I: Harmony and Counterpoint	(Oct.) 284.00	
	Part II: History	(May) 284.00	
Licentiate Teaching	Module 1	370.00	
	Module 2	445.00	
	Module 3	345.00	
	Module 4	270.00	
Licentiate Performer / Advanced Performance Diploma			602.00
Licentiate Composition	Part I	(Oct.) 405.00	
	Part II	(May) 405.00	
Licentiate History and Literature		(Oct.) 405.00	
Fellowship Performer (concert recital) or Teaching		*Contact the General Manager (ANZCA office) for specific information.*	

Other Fees (Refer to Regulation numbers in brackets)	
Late entry (16)	15.00 per candidate (Maximum 60.00 per studio)
Examination transfer (24)	50% of exam fee
Corrections to subject or grade (23)	7.00
Replacement certificates (93)	15.00
Separate posting of certificates (94–95)	7.00

Examination Fee Payments may be made using the following methods:

- **Cash,** in person at the ANZCA office
- **Credit card** (Visa or MasterCard only)
- **Direct deposit –** Account: ANZCA BSB: 633000 Account number: 157675638
- **Cheque** or **money order**
- **PayPal** to admin@anzca.com.au

Examination Closing Dates 2026

PRACTICAL GRADE AND DIPLOMA[1] EXAMINATIONS[2]:

	SERIES	MONTH	AREA	CLOSES
ACT	1	June	All areas	09/03/26
	3	November	All areas and surrounding NSW areas	27/07/26
NSW	1	June	Metropolitan	09/03/26
	3	November	All areas	27/07/26
NT	3	November	Darwin (depending on enrolments)	27/07/26
QLD	1	May/June	Metropolitan; Gold Coast; Sunshine Coast; Cairns (depending on enrolments)	09/03/26
	2	Aug./Sept.	Metropolitan; Gold Coast; Central; North	25/05/26
	3	Oct./Nov.	Metropolitan; Gold Coast; Sunshine Coast; North	27/07/26
SA	1	June	Metropolitan (depending on enrolments)	09/03/26
	3	November	All areas	27/07/26
TAS	3	November	Launceston area; Hobart area (depending on enrolments)	27/07/26
VIC	1	May/June	Metropolitan; South-west to Geelong area; North-east (depending on enrolments)	09/03/26
	2	Aug./Sept.	Metropolitan; South-west to Geelong area; North-west (Mildura area)	25/05/26
	3	Oct./Nov.	Metropolitan; All other areas	27/07/26
WA	2	Aug./Sept.	Metropolitan; Busselton/Bunbury area – last 2 weeks of September	25/05/26
	3	November	Metropolitan; Busselton/Bunbury area – last 2 weeks of November	27/07/26

WRITTEN EXAMINATIONS (ALL AREAS):

SERIES	EXAM DATE	RESULTS SENT	CLOSES	
1	Wednesday, 13th May 2026	17/06/26	All states	09/03/26
3	Wednesday, 14th October 2026	18/11/26	All states	27/07/26

***Note:* Closing dates will be *strictly enforced*.**

[1]***Diploma examinations will be held in capital cities, or large provincial centres by arrangement.***

[2]***All practical examination areas will be set subject to a sufficient number of entries.***

ANZCA
MUSIC EXAMINATIONS

Australian and New Zealand Cultural Arts Limited
A.B.N. 12 006 692 039
Email: admin@anzca.com.au Web: www.anzca.com.au

ANZCA Limited

ANZCA Limited

anzcamusic

ANZCA Music Examinations