

**RESOLUTION NO 17/2020 PASSED BY THE SENATE OF THE ACADEMY
OF MUSIC IN CRACOW
on 27th May, 2020**

**on Alterations Introduced in Terms and Conditions, Course of Procedures,
Time Frames for the Commencement and Completion of Recruitment and the
Mode of Conduct for the Recruitment for the First Year of Intramural And
Extramural Studies of the First-Cycle and the Second-Cycle at the Academy of
Music in Cracow for the Academic Year 2020/2021**

Acting under Art. 47, section 1, item c of the Act of 14th May 2020 on amending some acts regulating special shielding solutions relating to the spread of SARS-CoV-2 (Journal of Laws, item 875), the Senate of the Academy of Music in Cracow administers the following:

§ 1

1. It is hereby resolved that some amendments shall be introduced to terms and conditions, course of procedures and time frames for the commencement and completion of recruitment and the mode of conduct for the recruitment for the first year of intramural and extramural studies of the first-cycle and the second-cycle at the Academy of Music in Cracow for the Academic Year 2020/2021, whose consolidated text is attached as an Annexe to this resolution.
2. Technical details relating to the procedures for conducting online examinations shall be outlined in a separate communiqué published on the Academy of Music website www.amuz.krakow.pl under the "Candidates" bookmark.

§ 2

1. The resolution enters into force on the day of its adoption.
2. The resolution with attachments shall be published in the Public Information Bulletin of the Academy of Music in Cracow under the "Senate Resolutions/2020" bookmark and on the Academy of Music website www.amuz.krakow.pl under the "Candidates" bookmark.

R e c t o r

prof. dr hab. Stanisław Krawczyński

**Terms and Conditions, Course of Procedures, Time Frames for the
Commencement and Completion of Recruitment and the Mode of Conduct for
the Recruitment for the First Year of Intramural And Extramural Studies of the
First-Cycle and the Second-Cycle at the Academy of Music in Cracow for the
Academic Year 2020/2021**

**CHAPTER 1
GENERAL TERMS AND CONDITIONS; TIME FRAMES OF THE
RECRUITMENT**

§ 1

1. The Academy of Music in Cracow accepts admissions for the first year of first cycle and second cycle studies within the framework of restrictions laid out, admission quota and major degree programmes introduced at the Academy.
2. The recruitment procedures include additional studies conducted in English as the language of tuition. The powers of decision on the initiation of studies in English as the language of tuition lie with the Rector.
3. The Academy of Music in Cracow carries out recruitment procedures for *Church music* major in conjunction with the The Pontifical University of John Paul II in Kraków.
4. Entrance examinations are conducted in accordance with competitive entry process.
5. Results of the practical entrance exam conducted in a remote [online] mode [and, for some degree programmes and specialities, in an online video conference mode] are primary conditions of acceptance to first cycle studies. Submission of the school-leaving examination certificate with “matura” exams results is an additional prerequisite. Foreign students are required to submit relevant certificates certifying the grade awarded for an equivalent exam, or any other equivalent document, translated into Polish by a sworn translator and certified as to compliance with the original by an embassy or a consulate of the Republic of Poland.
6. Results of the practical entrance exam conducted in an online mode [and, for some majors and specialities, in an online video conference mode] and submitting the diploma of completion of first cycle studies, uniform Master Studies, or an equivalent document, are primary conditions of acceptance to second cycle studies. Foreign students are required to submit an equivalent diploma, translated into Polish by a sworn translator and certified as to compliance with the original by an embassy

or a consulate of the Republic of Poland.

7. Candidates who wish to enrol for studies must pay a recruitment fee. The recruitment fee shall be reimbursed only provided that the candidate submits a written resignation from participation in the exams no later than three days preceding the deadline fixed.

8. Candidates who pass the matura examination in the year 2020 are required to submit a written agreement to the processing of their personal data (while filling in school-leaving exam declarations in secondary schools) in the National Register of Matura Examinations, in order to enable the Academy to access their "matura" results in the aforementioned register.

9. The Academy of Music carries out registration procedures for candidates for the first and second cycle studies via an electronic registration system in both the Polish and the English language.

1) Electronic registration of candidates opens on 30th April 2020 and closes on 15th June, 2020.

2) www.amuz.krakow.pl website is an online platform providing a link to the internet system of registration for candidates.

3) The Academy shall not secure access to the Internet for candidates.

4) In order to apply for admission, the candidate is required to complete a questionnaire, to confirm data included in the questionnaire, as well as to agree to the processing of their personal data. The candidate is obliged either to indicate the major/speciality selected and submit a printed application form bearing their handwritten signature to the Academy, or to scan the document and send it via electronic mail to the secretary of the Recruitment Committee for the relevant major within the time frame specified.

5) The electronic registration shall be regarded as legally binding after the candidate has provided all necessary data, and subsequently generated and forwarded the questionnaire.

6) Candidate's personal account is created for the purpose of carrying out and confirming the registration procedures. Moreover, it enables the Academy to deliver any information pertaining to entrance examinations.

7) The Academy relinquishes responsibility for any cases of failure to register for studies resulting from malfunctions of electronic systems or occasional server overloads. In the event that such a situation arises, the candidate is requested to report the case personally to the Secretary of the Recruitment Committee for the relevant major.

10. Recruitment procedures for the first and second cycle studies for the following majors: composition and music theory, conducting, artistic education in the realm of music arts, church music, instrumental studies, vocal studies, shall commence on the 16th June 2020 and close on the 31st October 2020.

11. Detailed time frames for entrance exams shall be specified by relevant recruitment committees after the electronic registration of candidates is completed. They shall be published on the Academy website www.amuz.krakow.pl under the "Candidates" bookmark.

§ 2

1. Only those candidates shall be admitted to participation in entrance examinations who comply with the requirements set forth in § 1 and who:
 - 1) have completed the electronic recruitment questionnaire within the time frames specified and published by the Academy of Music;
 - 2) have submitted the required documentation referred to in § 13.2 within the time frames specified and published by the Academy of Music;
2. Candidates who apply for admission to second-cycle studies, who have completed correlated first-cycle studies or correlated uniform Master Studies, may be admitted to relevant studies after the Recruitment Committee for the relevant major acknowledges the compatibility of the core curricula at the appropriate level, which shall allow the candidate to undertake second-cycle studies, on condition that the candidate achieves a satisfactory grade in the entrance exam.
3. Candidates who submit a school-leaving matura certificate or a diploma certifying the completion of first-cycle studies issued abroad by an authorised higher education institution operating within the European Union educational system, any member state of the Organisation for Economic Cooperation and Development (OECD), or any member state of the European Free Trade Association (EFTA) – party to the agreement on the European Economic Area (EEA), may apply for admission in accordance with general principles, provided that they submit the aforementioned documents in the original version accompanied by their translation into the Polish language prior to the entrance exams.
4. Candidates who submit a “matura“ school-leaving certificate or a diploma certifying the completion of first-cycle studies issued abroad by a school or university other than those specified in item 3, may apply for admission in accordance with generally binding principles, pursuant to a relevant international agreement on educational equivalence. Candidates from a country that was not a signatory of an international agreement are obliged to submit a document certifying the nostrification. The candidate is required to submit the aforementioned documents (both the originals and the translation into Polish) for inspection prior to the exams. In justified cases the Recruitment Committees for relevant majors may designate a later deadline for the submission of the nostrification document, whilst taking into account other time frames specified in the recruitment process.

§ 3

1. Candidates for first-cycle studies are not required to hold a certificate of completion of the second grade music school. During the entrance exam the candidates are expected to demonstrate skills and knowledge at the level corresponding to that represented by alumni of such a school.
2. Students of the Academy of Music in Kraków who apply for admission to studies

as their second major are required to pass all the mandatory exams for the first year candidates for the major chosen.

3. Laureates and finalists of music competitions are not granted any extra privileges/powers when applying for admission to studies.

4. Candidates with disabilities and candidates suffering from chronic illnesses are expected to adhere to the regular recruitment procedure. Candidates may submit a request for adapting the form of the exam with the aim of facilitating the process, with the proviso that such a solution shall not be interpreted as an exemption from the exam, but rather as an implementation of equal opportunities. The form of the exam shall be determined individually with the President of the Recruitment Committee for a relevant major, after holding a detailed consultation with the candidate and after a verification of documents corroborating the candidate's disability, delivered at least 7 days prior to the commencement of the recruitment.

§ 4

The recruitment procedure for the first year of the first-cycle and second-cycle studies is conducted pursuant to the points-based scoring system detailed in Chapter IV.

§ 5

1. Candidates shall be admitted to respective majors in chronological order. The chronological order shall derive from the number of points obtained.

2. Candidates for studies shall be admitted until such time as all quota places have been filled.

3. In the event that two or more candidates achieve an identical number of points, the following factors shall determine the dominance of a given candidate:

1) in the course of procedures for first-cycle studies: percentage points calculated based on the results of the “matura“ school-leaving exams in the Polish language (at the basic level). In the event that the said results prove to be identical, percentage points calculated based on results of the “matura“ school-leaving exams in maths (at the basic level) shall be the decisive factor.

2) in the course of procedures for second-cycle studies: grade-point average of all grades awarded in first-cycle studies.

4. Candidates are admitted to studies upon enrolment on the student list. Candidates admitted to studies are required to confirm enrolment for the first year of studies within time frames announced by the Academy. Failure to confirm enrolment for studies shall be interpreted as resignation from studies.

§ 6

In the event extramural (part-time) studies are launched, admission of candidates to the

first year of studies shall be conducted:

1. based on results obtained during entrance exams for intramural (full-time) studies,
2. based on separate exams, in the event that additional recruitment is announced by the Rector.

§ 7

1. The recruitment procedure is conducted by recruitment committees for relevant majors (hereinafter referred to as KrdKs), appointed by the President of the Academy Recruitment Committee acting in liaison with a relevant Dean.
2. Only a Dean, or a person appointed by a Dean, may become the President of the Recruitment Committee
3. Recruitment Committees For Relevant Majors (KrdK) consist of: the President, the Secretary, the Deputy Secretary and at least three other members.
4. Presidents of Recruitment Committees For Relevant Majors (KrdK) nominate examination committees and their presidents to conduct respective exams. Examination committees may conduct activities as teams.
5. Recruitment Committees For Relevant Majors may nominate Secretaries of Examination Committees for respective specialities. The Secretary of KrdK supervises and coordinates activities of KrdKs.
6. Such a committee or a team must consist of no fewer than three people.
7. KrdKs tasks include, primarily:
 - 1) receiving applications within the electronic registration system and verifying such applications,
 - 2) receiving documentation submitted by candidates for studies and ensuring that such documentation is complete,
 - 3) verifying the compatibility of data introduced by candidates in the course of electronic registration with the data contained in the documentation submitted on paper,
 - 4) in the event that candidates apply for admission to second-cycle studies for a major other than that completed in the course of first-cycle studies or Master studies, KrdKs' tasks involve checking the compatibility of the core curricula referred to in § 2 sec.2,
 - 5) drawing up the list of candidates admitted to the entrance exam,
 - 6) delivering information on the technical details connected with conducting exams and dates of exams to candidates,
 - 7) organising and carrying out recruitment procedures as well as announcing recruitment results, (at consecutive stages and at the final stage).
 - 8) determining, in liaison with faculty deans, the quota of places available for respective specialities where the number of admission slots is restricted,
 - 9) taking decisions whether or not to admit or reject a candidate within quota limits.
 - 10) preparing and publishing the lists of candidates admitted to the first year of studies, candidates rejected due to an insufficient number of points obtained within the quota of places available, and lists of individuals who failed the entrance exam.
 - 11) informing candidates about the results of the recruitment proceedings via the

electronic mail system (the Academy relinquishes responsibility for any failures to deliver such messages, with the proviso that administrative decisions [issued only in the event that a candidate is rejected] shall be delivered via regular mail),

12) issuing (at a candidate's request) certificates of the results of recruitment proceedings,

13) drawing up reports of the results of recruitment proceedings,

14) sending appeals against negative decisions together with case files to the Rector.

8. Secretaries of KrdKs are responsible for the correct performance of the tasks stipulated in Sec. 7, with the exclusion of item 8.

9. After the conclusion of entrance exams KrdKs draw up and announce the lists of candidates who:

1) passed the entrance exam (the order is based on the number of points obtained),

2) failed the entrance exam (in alphabetical order).

10. KrdKs carry out recruitment procedures after receiving the results of “matura“ school-leaving exams and publish:

1) the list of candidates admitted to the first year of studies (in alphabetical order)

2) the list of candidates who passed the entrance exam, but were not admitted to the first year of studies within the quota of places available due to an insufficient number of points obtained (the order results from the number of points obtained).

11. In the event that a candidate resigns from enrolment for studies, his or her place shall be assigned to the next candidate who obtained the highest number of points on the list of candidates who passed the entrance exam for a given major/speciality, but were not admitted due to an insufficient number of points obtained within the quota of places available.

§ 8

Persons authorised to conduct entrance exams shall be nominated from among members of the academic staff employed at the Academy.

§ 9

1. The course of recruitment proceedings is recorded in a protocol drawn up separately for each candidate.

2. An individual protocol contains the number of points obtained in respective exams. The protocol is signed by the President of the examination committee or the examination team and the secretary of the examination committee. Any deletions, alterations and corrections entered in the protocol ought to be confirmed with additional signatures appended by the President of the committee and the secretary of the committee.

3. Based on individual protocols, secretaries draw up a consolidated protocol for the entire major/speciality, which includes all candidates applying for admission. The

protocol must contain the sum of points obtained by candidates and the results (pass/fail), including the final result (admitted/rejected). The protocol ought to be signed by all members of the Recruitment Committees For Relevant Majors (KrdK).

§ 10

Results of the recruitment proceedings are open, with the proviso that the candidates' personal data will be processed solely in compliance with the applicable provisions of law and internal acts of law in force at the Academy.

§ 11

After the completion of the recruitment procedure the candidate may request a certificate of the number of points obtained in respective exams, including the overall score.

§ 12

1. The supervisory authority for the recruitment procedures is the Academy Recruitment Committee (UKR) appointed by the Rector.
2. Members of the Academy Recruitment Committee (UKR) include the president, at least one vice-rector, the secretary and representatives of respective faculties.
3. The President of the Academy Recruitment Committee (UKR) must be a Vice-rector appointed by the Rector.
4. The tasks entrusted to UKR include primarily the following:
 - 1) appointing recruitment committees for relevant majors in conjunction with deans,
 - 2) taking measures pertaining to KrdK's scope of responsibilities,
 - 3) verifying the compatibility of KrdK's activities with regulations and the course of procedures;
 - 4) auditing KrdK's activities and correctness of examination procedures during exams for the first-cycle and second-cycle studies,
 - 5) drawing up a draft of an administrative decision in the event that a candidate appeals against a negative decision announced by KrdK.
5. Candidates may appeal to the Rector against the decision of not being admitted to the Academy within 14 days of receipt of the relevant notification.
6. The appeal ought to be submitted to the committee that issued the said decision.
7. KrdKs are obliged to hand the appeal over to the Rector within 7 days of the date of its receipt, together with relevant case files.
8. The Rector shall resolve any appeals lodged by candidates within one month of the date on which the KrdK's decision was delivered to the Rector's office.
9. The powers of decisions regarding appeals lie with the Rector. The Rector's decisions shall be regarded as final and binding.

Chapter II DOCUMENTS REQUIRED

§ 13

1. Candidates are required to attach the following documents to the recruitment questionnaire:

1). Color photograph (complying with regulations for identity card photographs, i.e. 35 x 45 mm, taken against uniform bright background, the image must be sharp not blurred and reflect natural skin complexion, the image must encompass the top of the head and the shoulders, the face must occupy 70-80% of the photo; both eyes open, pupils exposed in particular, photo must be taken in full-face view, no head covering, no dark glasses, directly facing the camera, no hair covering face, with a neutral facial expression, mouth closed).

2). Scanned copy of the diploma supplement certifying the completion of first-cycle studies or uniform Master Studies, or any other document certifying the completion of studies (this provision applies to candidates who apply for a major other than that completed as first-cycle studies, with the exclusion of alumni of the Academy of Music in Cracow).

2. Prior to taking the entrance exam, candidates ought to submit the following documents in an electronic version to the examination committee:

1) certificate confirming their identity;

2) artistic work or music theory work, or any other presentation required for submission in an electronic form;

3) declaration – depending on the type of major/speciality applied for – affirming personal performance of the stipulated programme presented in the recorded work attached, original authorship of the composition work or music theory work or presentation, which constitute a basis for conducting the exam.

4) Proof of payment of the application fee to the Academy bank account,

5). In the event that a video conference is envisaged as part of recruitment requirements, candidates are requested to submit their consent to undergoing examination procedures in the form of a video conference.

All the elements referred to in sec. 1 to 5 are to be submitted within time frames indicated by KrdK.

3. Upon successful passing of the entrance exam, any candidates who applied for admission to second-cycle studies and who were not required to attach to the recruitment form the scanned copies of documents referred to in § 13 sec.1 item 2, ought to send them via electronic mail or submit them in person to the secretary of the Recruitment Committee for the relevant major, within time frames specified by the Recruitment Committee. Failure to deliver the aforementioned documents within the deadline specified shall result in the rejection of the candidate on the grounds of their failure to submit the diploma of completion of first-cycle studies, uniform Master Studies or an equivalent document. Alumni of the Academy of Music in Cracow are exempted from this

requirement.

4. In order to confirm enrolment for studies, the candidates ought to submit the declaration requested within time frames indicated and deliver the following documents either in writing or in the form of scanned copies:

1) Secondary school-leaving completion certificate ("maturity certificate"), the original ought to be delivered for visual inspection; if a copy is submitted, it ought to be authenticated by a notary public; this stipulation refers to candidates applying for admission to first-cycle studies,

2) Diploma of completion of first cycle studies or uniform Master studies – the original ought to be delivered for visual inspection; if a copy is submitted, it ought to be authenticated by a notary public, this stipulation refers to candidates applying for admission to second-cycle studies.

5. In the event that a candidate who confirmed their enrolment for studies delivered documents referred to in Sec. 4 in the form of scanned copies, they are required to submit the original version of these documents prior to the commencement of the academic year, under pain of removal from the list of students.

6. A person who has been enrolled for studies, is required to deliver the following documentation no later than one day prior to the commencement of the academic year, under pain of removal from the list of students:

1) photocopies of the documents referred to in Sec.4, item 1 and 2, with a view to archiving them in the student's personal files,

2) non-obligatory: original or copy of the diploma of completion of a second degree music school – this refers to graduates of music schools of the second degree.

3) three colour photos complying with regulations specified in § 13 sec.1;

An ID ought to be submitted for visual inspection as proof of identity.

7. Foreign candidates and candidates who have selected studies in English as the language of tuition ought to submit documents translated into the Polish language.

8. In the event that the documents referred to in Sec. 4 were obtained abroad, the candidate ought to submit them both in the original version and in the Polish translation, accompanied by a document corroborating their nostrification (where required).

9. Declaration referred to in Sec. 4 is made available to candidates via the Academy of Music website.

Chapter III

§ 14

THE SCOPE OF THE ENTRANCE EXAM

1. Detailed curriculum requirements form Attachement No 1 and 2 to **TERMS AND**

CONDITIONS OF RECRUITMENT, COURSE OF PROCEDURES FOR THE RECRUITMENT FOR THE FIRST YEAR OF THE FIRST-CYCLE AND SECOND-CYCLE STUDIES AT THE ACADEMY OF MUSIC IN CRACOW FOR THE ACADEMIC YEAR 2020/2021.

2. The exams shall be conducted in a remote [online] mode – the examination committee shall review the material in the form of an electronic file with data stored on it (recordings, music scores, written assignments, presentations representing a standard format), delivered by candidates prior to the procedures. For some majors/specialities an online interview is envisaged (video conference).

COMPOSITION AND MUSIC THEORY MAJOR

first cycle studies

Refers to candidates declaring readiness to take up *composition* major

exam testing proficiency in selected major consists of 1 stage

- **review of the candidate's compositions** delivered prior to the procedures in the form of electronic files;
- **interview**: testing the candidate's creative and practical predispositions and general knowledge of music – online examination conducted individually with the candidate.

Refers to candidates declaring readiness to take up *music theory* major:

exam testing proficiency in selected major consists of one stage and 3 components:

- preparation of a multimedia presentation (slideshow) representing one of the topics indicated for selection.
- Preparation of a multimedia presentation (slideshow) recounting an article selected from the Academy of Music in Cracow journal entitled: "Music Theory. Studies, Interpretations, Documentation".
- Presentation** of the candidate's proclivities in the realm of music theory, including their artistic and scientific pursuits, in the form of a previously recorded audiovisual self-presentation (**within a time frame of up to ten minutes**)

second cycle studies

Refers to candidates declaring readiness to take up composition major with a general academic profile, electroacoustic music specialisation and theatre, film and commercially usable music composition specialisation:

exam testing proficiency in selected major consists of one stage and 3 components:

- review of the candidate's professional accomplishments/oeuvre** – a minimum of 5 scores composed by the candidate, submitted in pdf format.
- self-presentation created by the candidate** – computer presentation in PowerPoint programme submitted prior to the examination;
- **oral exam conducted online in the form of a video conference** devoted to composition at the level of first-cycle studies completed by the candidate.

Refers to candidates declaring readiness to take up music theory major

exam testing proficiency in selected major consists of one stage and 3 components:

- Preparation of a multimedia presentation (slideshow) recounting two articles selected from the Academy of Music in Cracow journal entitled: "Music Theory. Studies, Interpretations, Documentation".
- Preparation of a multimedia presentation (slideshow) summarizing the candidate's Bachelor of Arts thesis;
- Presentation** of the candidates' plans for pursuits in the realm of music theory, their artistic and scientific interests, in the form of a previously recorded audiovisual presentation (including indication of the preferred scope of research) (**up to 15 minutes**)

major: CONDUCTING

first-cycle studies

exam testing proficiency in selected major consists of one stage and 3 components:

- practical exam testing proficiency in the selected major - testing the candidate's

aptitude for conducting in the following manners:

- assessment of an audiovisual recording of the candidate conducting a piece run from playback, or live performance (conducting an ensemble or conducting a reduced ensemble, e.g. piano transcription);
- interview in the form of an online video conference conducted individually with each candidate;
- piano performance – practical exam based on an audiovisual recording of two piano pieces performed by the candidate from memory.

Second- cycle studies

exam testing proficiency in selected major consists of one stage and 3 components:

- **conducting** two previously prepared symphonic pieces (either a recorded concert or a rehearsal with an orchestra, or conducting a transcribed version for two pianos);
- **oral exam in the form of an online video conference** covering knowledge at the level of first-cycle conducting studies completed;
- **piano performance** – testing practical skills based on an audiovisual recording of a piece performed by the candidate from memory.

MAJOR: ARTISTIC EDUCATION WITHIN THE REALM OF MUSIC ART
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First-cycle studies

exam testing proficiency in the selected major:

performance on an instrument selected by the candidate – an audiovisual recording presenting required repertoire performed by the candidate.

Exams for a selected speciality – module exams:

candidates choose an exam module consistent with their interests appropriate for the general profile or for a speciality taught within the framework of a degree programme. Passing an exam that is relevant to the module (or modules) with a positive grade is required for the realisation of respective specialities covered by the degree programme.

MODULE I– general

-vocal predisposition test – audiovisual recording presenting the candidate's vocal performance.

-**interview** in the form of an online video conference conducted individually with the candidate.

MODULE II – eurhythmics

candidates who choose "module II – eurhythmics" are obliged to select "instrument performance – piano" from the group of exams testing proficiency in selected major.

-**eurhythmics** – audiovisual recordings presenting the candidate performing a composition or a kinaesthetic improvisation, including a pre-assigned task in eurhythmics.

-**piano improvisation involving voice emission** - audiovisual recording presenting the candidate performing a harmonization of a children's song, miniature for a march, running and leaps, as well as an illustrative miniature.

Second-cycle studies

Exam testing proficiency in selected major

interview in the form of an online video conference conducted individually with the candidate. The scope of the exam corresponds to the module or modules selected by the candidate and is reviewed separately for each module.

Exams for a selected major – module exams:

Candidates choose an exam module or modules whose passing with a positive grade entitles them to realise respective specialities covered by the degree programme.

MODULE I – conducting

-**conducting** - an audiovisual recording in a time frame of up to 15 minutes, demonstrating the candidate's conducting skills.

MODULE II – eurhythmics

Eurhythmics - audiovisual recordings presenting the candidate's solo performance illustrating their kinaesthetic interpretation of a music piece, including a previously assigned task in eurhythmics.

- **piano improvisation with voice emission** – audiovisual recordings demonstrating the candidate's performance of a previously assigned, improvised, eurhythmics-related topic and a metrorhythmic task, free improvisation on a given topic and song.

MODULE III – pedagogical

solo singing with accompaniment – audiovisual recordings demonstrating the candidate's performance of a song with accompaniment, selected by the candidate.

- presentation of an audition scenario or a music appreciation class scenario in an electronic form

CHURCH MUSIC major

First-cycle studies

exam consists of one stage

Exam testing proficiency in selected major

- organ performance or piano performance, possibly piano and additional instrument performance – audiovisual recording

supplementary exams

- verification of the candidate's ear training skills – an online examination

Second-cycle studies

the exam consists of one stage:

Exam testing proficiency in selected major -

-organ performance or piano performance – an audiovisual recording

Supplementary exam:

-test of conducting skills – an online exam

major: INSTRUMENTAL STUDIES

speciality: PIANO PERFORMANCE

First-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording in the form of a recital with a stipulated programme.

Second-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording in the form of a recital with a stipulated programme.

It is admissible that the candidates present a programme of their diploma recital prepared as part of fulfilling requirements for the Bachelor of Arts degree.

major: INSTRUMENTAL STUDIES

speciality: ORGAN PERFORMANCE

First-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated programme.

Second-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated programme.

major: INSTRUMENTAL STUDIES

speciality: HARPSICHORD PERFORMANCE, HISTORICAL PIANO PERFORMANCE*, LUTE PERFORMANCE, BAROQUE VIOLIN PERFORMANCE, BAROQUE CELLO PERFORMANCE, VIOLONE PERFORMANCE, VIOLA DA GAMBA PERFORMANCE, TRAVERSO FLUTE PERFORMANCE, RECORDER PERFORMANCE, BAROQUE OBOE PERFORMANCE, NATURAL TRUMPET PERFORMANCE,

First-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Second-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: CLASSICAL GUITAR PERFORMANCE
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First-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Second-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: HARP PERFORMANCE

First-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Second-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: VIOLIN PERFORMANCE, VIOLA PERFORMANCE

First-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Candidates who have passed the entrance exams for the violin major, but were not admitted due to an insufficient number of accessible admission slots, may undertake viola studies on provision there are free places available for that speciality and the candidates express their willingness to undertake such studies.

second-cycle studies

the exam consists of one stage.

– the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

It is admissible that the candidates present a programme of their diploma recital prepared as part of fulfilling requirements for the Bachelor of Arts degree.

Major INSTRUMENTAL STUDIES

specialty: CELLO PERFORMANCE, DOUBLE BASS PERFORMANCE, KNEE FIDDLE PERFORMANCE

First-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

second-cycle studies

the exam consists of one stage.

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: FLUTE PERFORMANCE, OBOE PERFORMANCE, CLARINET PERFORMANCE, BASSOON PERFORMANCE, SAXOPHONE PERFORMANCE, ACCORDION PERFORMANCE
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First-cycle studies

The exam consists of one stage:

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

second-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: FRENCH HORN PERFORMANCE, TRUMPET PERFORMANCE, TROMBONE PERFORMANCE, TUBA PERFORMANCE, EUPHONIUM PERFORMANCE

First-cycle studies

The exam consists of one stage:

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

second-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Major INSTRUMENTAL STUDIES

specialty: PERCUSSION PERFORMANCE; jazz music specialities: PIANO PERFORMANCE, DOUBLE BASS PERFORMANCE, TRANSVERSE FLUTE PERFORMANCE, SAXOPHONE PERFORMANCE, TRUMPET PERFORMANCE, TROMBONE PERFORMANCE, PERCUSSION PERFORMANCE, GUITAR PERFORMANCE

First-cycle studies

The exam consists of one stage:

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

second-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

major: VOCAL STUDIES

First-cycle studies

The exam consists of two stages, the second stage may be entered by candidates who passed the first stage exam.

Stage 1

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

Stage 2

- the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

second-cycle studies

the exam consists of one stage.

-the candidate is required to deliver an audiovisual recording with a stipulated repertoire.

CHAPTER FOUR TERMS AND CONDITIONS OF THE RECRUITMENT PROCEDURE, COURSE OF PROCEDURES

§ 15

1. Entrance exams consist of one or two stages, depending on the major/ specialty.
2. Candidates who did not achieve the required number of points at the first stage shall not be admitted to the following stage of the entrance exam. The exam shall be regarded as failed.
3. The list of candidates (in alphabetical order) admitted to the II stage, bearing signatures of all the members of the Examination Committees for relevant majors, is announced by the secretary.
4. Grades for respective exams are awarded based on the 0-25 points-based scoring system.

points	grade
25	Very good++
24	Very good +
23	Very good
22	Very good-
21	Very good - -
20	Good + +
19	Good +
18	Good
17	Good -
16	Good - -
15	Satisfactory + +
14	satisfactory+
13	satisfactory
12	Satisfactory -
11	Satisfactory - -
0- 10	Unsatisfactory

§ 16

Rules for calculating the results of the entrance exam.

1. With regard to the following majors: Conducting, Church Music (first-cycle and second-cycle studies), Composition and Music Theory, Artistic Education in the Realm of Music Arts (first-cycle studies), all components are summed based on the following premise:
 - "x 3" multiplier is applied either to the number of points achieved in the leading exam for the major, or to the grade-point average obtained from the group of leading exams;
2. With regard to the Composition and Music Theory major, in the recruitment for second-cycle studies, the sum of points achieved in the leading exam components constitutes the result of the exam.
3. With regard to Artistic Education in the Realm of Music Arts major, in the recruitment for second-cycle studies, the sum of points obtained in the leading exam components constitutes the result of the exam, with the proviso that, in the

event that two or more modules were selected, only the module with the highest score is taken into consideration whilst calculating the final result. The leading exam (interview) is assessed separately for respective modules, whilst maintaining the stipulation of meeting the minimum point threshold for each of them. "x2" multiplier is applied with reference to the number of points scored in module I.

4. With regard to the instrumental studies major all components are summed up based on the following premise:

- "x 3" multiplier is applied to the number of points achieved in the instrumental performance exam;

5. With regard to Vocal Studies major all components are summed based on the following premise:

- "x 3" multiplier is applied to the number of points achieved in the leading exam for the major, or to the grade-point average obtained from the group of leading exams for the major;

6. Minimum score requirements:

Composition and music theory

first-cycle studies

exam testing proficiency in selected major – minimum 18 points for each component

second-cycle studies

exam testing proficiency in selected major – minimum 18 points for each component

conducting

First-cycle studies

exam testing proficiency in selected major – minimum 18 points for each component

second-cycle studies

exams testing proficiency in selected major – minimum 18 points for each component

Artistic Education in the Realm of Music Arts

first- cycle studies

exams testing proficiency in selected major – minimum 16 points
supplementary exams for specialities (module exams)– minimum 16 points
for each exam.

second-cycle studies

exam testing proficiency in selected major – minimum 18 points
exams for majors selected (module exams)– minimum 16 points for each exam.

Church music

first-cycle and second-cycle studies

- exams testing proficiency in selected major – minimum 14 points for an exam
- supplementary exams – minimum 14 points for an exam.

Instrumental studies

first-cycle and second-cycle studies

- instrumental performance exam – minimum 18 points

Vocal studies

first-cycle and second-cycle studies

exams testing proficiency in selected major – minimum 18 points for each exam

§ 17

Additional and supplementary recruitment

1. Rector of the Academy may announce an additional recruitment for specified majors/specialities:

1) in response to a motion submitted by a respective faculty dean – in the event that an insufficient number of admission slots were filled for first-cycle studies or second-cycle studies with a predetermined quota.

2) as supplementary recruitment for the graduates who applied for admission to first-cycle studies in respective majors for the academic year specified in the recruitment, and whose "matura" school-leaving examination results were augmented as a result of an appeal lodged pursuant to Art. 44zzz Sec. 7 of the Education System Act of 7th September 1991.

2. Exam time frames within additional recruitment procedures shall be published on the Academy website by Examination Committees for respective majors no later than on the 1st of September.
3. Admission to the first year of studies resulting from supplementary recruitment shall take place prior to the commencement of the academic year, provided that verified results submitted by the candidates comply with the scoring criteria established for relevant majors by respective Recruitment Committees in a recruitment procedure completed.
4. All matters not settled herein shall be resolved by Recruitment Committees for respective majors.

§ 18

Extramural (part-time) studies

1. Candidates interested in undertaking extramural (part-time) studies are required to submit a written declaration to respective Dean's Offices within the time frames announced by the Academy.
2. The powers of decision on the initiation of extramural studies lie with the Rector.
3. Recruitment committees for respective majors shall take decisions regarding admission to the first year of extramural studies and announce the list of candidates admitted based on the results achieved either during entrance exams to intramural studies or during additional recruitment (the course of procedures as outlined in §2).

R e c t o r

prof. dr hab. Stanisław Krawczyński