



ROYAL
ACADEMY
OF
DANCE

EXAM GUIDE 2023/24



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Exam Contacts



Exam Information & Specifications



Quick Links:

- [Set Timings](#)
- [Exam Fees](#)
- [Closing Dates](#)
- [Prerequisites and Age Requirements](#)
- [Reasonable Adjustments](#)
- [Result Enquiry and Special Considerations](#)

In addition to the at-a-glance information included in this publication, the RAD's [Specifications Document](#) outlines the rules and regulations pertaining to all levels of Exams, Class Awards, Solo Performances and Demonstration Classes.

For any additional information pertaining to exam specifications, music, or uniforms, please email the UK office at exams@rad.org.uk.

Exam Entry Options

AEC/RAV

From the Exam Entry Portal, select:

- New AEC Exam Entry for exams to be held at your own studio or if you are being hosted by another AEC studio.
- New RAV Exam Entry for exams to be held at an RAV Venue. Please note: students entered for an RAV session may not be kept in the same set order you have indicated in your entry, and may be mixed with students from other studios.

In person/Filmed

In-person and filmed sessions are now separate options in the Session box:

- Choose the relevant session for in-person exams of all types (e.g. Canada Ontario 2023 Fall).
- Choose the filmed session for your region if you wish to film (e.g. Canada Ontario 2023 Fall Filmed).

Minimum Examining Hours

If your entry does not meet the minimum three hours of exam time or \$1,575 in exam fees, you have the following options:

- Film your entry.
- Make arrangements in advance to join with another studio. Notify your exam planner at least 48 hours prior to entering in order to have the hosting site added to your school's online profile.
- Pay the top-up fee to bring your entry to the minimum \$1,575 exam fee requirement. Upon submitting your entry, the system will automatically charge you the minimum fee.
- Have your candidates take their exams at an RAV.

If your studio does not meet the minimum size recommendations, your exams can be held at an RAV or you can arrange to be hosted by another school.

Important:

- If you have candidates who wish to take advantage of the Member Discount on exam fees, ensure that their Membership is active at least 48 hours before you add them to the entry. If they are added to your entry in advance, the full exam fee will be charged.
- Note: you will see an **M** beside the candidate's name if they are an active member.
- If you have candidates who previously took exams with another school, contact your Exam Planner to have the student registration transferred to your school.
- Pianists are no longer mandatory for Vocational Graded Exams. You may use a pianist if you wish, or you may use recorded music. For Free Enchaînement, you must use the newly issued recordings which are available for download from the Members' Area in "Exams/Exams Updates".
- At RAV venues, pianists will be used whenever possible. Candidates entering for an RAV exam must be prepared for either eventuality.

Exam Scheduling

Exams may be scheduled on any day of the week, including weekends and some holidays. For this reason, it is crucial that you identify any days during the session as 'unavailable.' Please use the entry calendar to deselect up to 8 impossible dates.

The screenshot shows a calendar for November 2023. The days of the week are listed at the top: Su, Mo, Tu, We, Th, Fr, Sa. The dates are arranged in a grid. Dates 23, 24, 25, 26, 27, 28, 29, and 30 are highlighted in blue, indicating they are available. Dates 1 through 22 are unshaded, indicating they are unavailable. To the right of the calendar, there is a text box that says: "Click to indicate availability (blue shaded dates = available, unshaded = unavailable)". Below the calendar, there are two buttons: "Select all" and "Deselect all".

Late entries are accepted at the RAD's discretion and are subject to the following late fees:

- 10% surcharge up to 1 week late
- 20% surcharge after that

After the closing date, requests for changes to the schedule due to cancellations or other reasons must be submitted to your Exam Planner in writing. If approved, all changes will incur a minimum fee of \$100. The following are examples of changes which would incur a fee:

- Adding one or more candidates to an entry
- Changing the exam level for a candidate
- Changing the order of the sets
- Moving candidates between sets
- Moving candidates between in-person and filmed exams within the same session

Forms

- [Reasonable Adjustment](#) - used for a special education need, disability or medical condition. **To be submitted at the time of entry.**
- [Result Enquiry Application](#) - a written report with details on the results awarded. **Result Enquiry forms must be submitted within 10 days of the result being received.**
- [Special Consideration](#) - a post-examination adjustment due to adverse circumstances that arose immediately before or during an examination. **Special Consideration forms must be submitted within 5 days of the examination date.**
- [Music Choice forms](#) - must be completed for graded exams taking place at an RAV. **Send the completed form to your Exam Planner at least 2 weeks before the exam date.**



Filmed Exams

In Canada, filmed exams registrations have the same closing dates as in-person exams.

If you wish to film your exams, follow these steps:

- Start a new AEC entry and choose the relevant Filmed Exam Session from the drop-down session field
- Arrange your students in the entry in the order in which you plan to film.
- In the NOTES section of the entry, add a note for your Exam Planner indicating the date you wish to film. If you don't know the date at the time of the entry, add a note saying you will be filming and will advise of the date when known.
- Once your exam date is finalized, your exam planner will provide you with an Exam Report which you can reference during filming.
- You will be provided with a Planet eStream link and password so you can upload your exam videos. Please follow the naming protocol indicated in the Planet eStream platform.
- Once the videos are uploaded, you must create a Playlist with all your sets in the same order as your exam entry. When completed, please paste the playlist link into the NOTES section and click the green ADD button.

Documentation to guide you through the filmed exam process is available in the Members' Area in "Exams/ Policy & Guidelines".

AEC & Filmed Exam Fees

AEC Examinations			Class Awards	Solo Performance Awards	Demonstration Classes: (Level 1 or 2)	
Effective 01 August 2023 - 31 July 2024			(Fee per candidate)		(Fee per candidate)	
Dance to Your Own Tune					\$47	
Pre-Primary in Dance			\$64			
Primary in Dance		\$84	\$74			
Grade 1		\$89	\$78	\$74		
Grade 2		\$93	\$82	\$78		
Grade 3		\$98	\$85	\$81		
Grade 4		\$102	\$88	\$84		
Grade 5		\$107	\$93	\$88		
Grade 6		\$112	\$94	\$92		
Grade 7		\$116	\$98	\$95		
Grade 8		\$121	\$104	Discovering Repertoire		
Intermediate Foundation		\$157			Exam	Class Award
Intermediate		\$172		Level 2 Class	\$68	\$46
	Member	Non-Member		Level 2 Variation 1	\$68	\$46
Advanced Foundation	\$187	\$322		Level 2 Variation 2	\$68	\$46
Advanced 1	\$192	\$327		Level 3 Class	\$77	\$54
Advanced 2	\$202	\$337		Level 3 Variation 1	\$77	\$54
				Level 3 Variation 2	\$77	\$54
				Level 4 Class	\$86	\$64
				Level 4 Variation 1	\$86	\$64
				Level 4 Variation 2	\$86	\$64

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Late entries may be accepted, at the discretion of RAD Canada, with surcharges applied — 10% up to a week late, and 20% after that. After the closing date, change requests must be in writing, and if approved, will incur a minimum fee of \$100.

RAV Exam Fees

RAV Examinations			Class Awards	Solo Performance Awards	Demonstration Classes: (Level 1 or 2)	
Effective 01 August 2023 - 31 July 2024 (subject to availability)			(Fee per candidate)		(Fee per candidate)	
Dance to Your Own Tune					\$69	
Pre-Primary in Dance			\$84			
Primary in Dance		\$104	\$94			
Grade 1		\$109	\$98	\$94		
Grade 2		\$113	\$102	\$98		
Grade 3		\$118	\$105	\$101		
Grade 4		\$122	\$108	\$104		
Grade 5		\$127	\$113	\$108		
Grade 6		\$132	\$114	\$112		
Grade 7		\$136	\$118	\$115		
Grade 8		\$141	\$124	Discovering Repertoire		
Intermediate Foundation		\$177			Exam	Class Award
Intermediate		\$192		Level 2 Class	\$88	\$66
	Member	Non-Member		Level 2 Variation 1	\$88	\$66
Advanced Foundation		\$207	\$342	Level 2 Variation 2	\$88	\$66
Advanced 1		\$212	\$347	Level 3 Class	\$97	\$74
Advanced 2		\$222	\$357	Level 3 Variation 1	\$97	\$74
Solo Seal		\$364	\$499	Level 3 Variation 2	\$97	\$74
				Level 4 Class	\$106	\$84
				Level 4 Variation 1	\$106	\$84
				Level 4 Variation 2	\$106	\$84

Late entries may be accepted, at the discretion of RAD Canada, with surcharges applied — 10% up to a week late, and 20% after that. After the closing date, change requests must be in writing, and if approved, will incur a minimum fee of \$100.

Results & Additional Services

Results Process

- When exam results are available, an email will be sent to the email indicated in the Exam Entry. You can then access the results through your online Exam Entry.
- Result Enquiries, if desired, must be submitted within 10 days after receipt of results email.
- Certificates, Result Forms and Medals will be sent out to the delivery address indicated in your Exam Entry. Please ensure that this information is correct in your entry. Any changes to this information after the entry has been submitted should be sent to your Exam Planner.

Replacement Certificates, Result Forms, and Medals

- Replacement certificates and result forms are available by written request. The cost is \$40 per page.
- Replacement certificates are labeled as such.
- Replacement medals are available by written request. The cost is \$20 per medal.
- In accordance with equalities law and best practice, the Academy will re-issue a certificate or result form under a new name for a candidate who subsequently changes their gender identity, although the result form will continue to indicate whether the male or female syllabus was performed.

AEC Special Exam Sessions

- AEC Specials can only be arranged outside of the assigned session dates for each province.
- All Specials are subject to an entry surcharge of \$325.
- The minimum examining time for a Special is 6 hours.
- The cost of examiner travel must be paid by the applicant.
- All Specials are subject to examiner availability.
- To request a Special, please contact your Exam Planner.



Absent Candidates & Refunds

In Canada:

- Teachers should inform the Examiner of any absent candidates on the day of the exam.
- Candidate order of the remaining candidates in a set should not be altered. This means, for example, that if candidate #2 is absent, candidates #3 and #4 should still wear the numbers 3 and 4.
- Candidates who are absent due to injury or illness are eligible for a 50% refund of the entry fee. Send a signed medical certificate or doctor's letter to your Exam Planner. Refunds will be payable to the studio or correspondent.
- All refund requests must be submitted within 4 weeks of the examination date.
- If an injured or ill candidate wishes to transfer to a filmed exam within the same session, a \$100 change fee will apply.
- For Demonstration Classes only, absent candidates who have been regularly attending classes with the teacher may still receive a certificate listing their achievements.
- Transferring candidates between sessions, and carry forward credits, are not permitted in Canada.
- No refunds are given for candidates switching from Exams to Class Awards.

Closing Dates

AEC & RAV Sessions: In-Person & Filmed** Exams

Exam entry portals close at midnight in your local timezone. Any late entries will be subject to a surcharge.

At least 48 hours before submitting your exam entry:

- Ensure your Membership is current for 2022/23 and paid at least 48 hours before the exam entry deadline.
- Ensure your Vocational students have a current membership **before** adding them to your exam entry. Memberships must be paid at least 48 hours before the entry deadline, and **before** you add students to the entry. Exam pricing is locked in at the time a student is added to the entry.

It is Essential to Contact Your Exam Planner:

- If you have any new students at your school who have already taken RAD exams. We can then transfer the student registration to your school

Subscribe to our [Exams Calendar](#) to get all the Exam entry deadlines and reminders automatically added to your phone calendar.

SESSION	REGION	CLOSING DATE	SESSION DATES	TARGET DATE IN-PERSON EXAMS
FALL 2023	British Columbia	29 Sep 2023	20 Nov - 13 Dec	19 Jan 2024
	Alberta		13 Nov - 08 Dec	15 Jan 2024
	Saskatchewan		20 Nov - 06 Dec	15 Jan 2024
	Ontario		20 Nov - 13 Dec	19 Jan 2024
	Ottawa / Quebec		20 Nov - 06 Dec	15 Jan 2024

SESSION	REGION	CLOSING DATE	SESSION DATES	TARGET DATE IN-PERSON EXAMS
WINTER 2024	British Columbia	24 Nov 2023	20 Feb - 15 Mar	12 Apr 2024
	Alberta		16 Feb - 22 Mar	19 Apr 2024
	Saskatchewan		01 Mar - 28 Mar	25 Apr 2024
	Manitoba		11 Mar - 16 Mar	12 May 2024
	Ontario		12 Feb - 08 Mar	08 Apr 2024
	Ottawa/Quebec		20 Feb - 08 Mar	08 Apr 2024

**Target dates for filmed exams cannot be predicted.

Closing Dates

AEC & RAV Sessions: In-Person & Filmed** Exams

Exam entry portals close at midnight in your local timezone. Any late entries will be subject to a surcharge.

SESSION	REGION	CLOSING DATE	SESSION DATES	TARGET DATE IN-PERSON EXAMS
SPRING 2024	British Columbia	26 Jan 2024	08 Apr - 10 May	07 Jun 2024
	Alberta		15 Apr - 10 May	07 Jun 2024
	Ontario		08 Apr - 10 May	17 Jun 2024
	Ottawa/Quebec		15 Apr - 30 Apr	28 May 2024
	Atlantic Provinces		08 Apr - 28 Apr	27 May 2024

SESSION	REGION	CLOSING DATE	SESSION DATES	TARGET DATE IN-PERSON EXAMS
LATE SPRING 2024	British Columbia	08 Mar 2024	27 May - 27 Jun	25 Jul 2024
	Alberta		27 May - 24 Jun	22 Jul 2024
	Saskatchewan		03 Jun - 24 Jun	22 Jul 2024
	Ontario		27 May - 25 Jun	23 Jul 2024
	Ottawa/Quebec		03 Jun - 24 Jun	22 Jul 2024

SESSION	REGION	CLOSING DATE	SESSION DATES	TARGET DATE IN-PERSON EXAMS
SUMMER 2024	British Columbia	24 May 2024	10 Jul - 24 Jul	21 Aug 2024
	Ontario		15 Jul - 26 Jul	23 Aug 2023

SOLO SEAL Examination (subject to minimum enrollment)

SESSION	REGION	CLOSING DATE	EXAM DATE
2024	Winter – Vancouver, BC	24 Nov 2023	14 Mar 2024
	Late Spring – Toronto, ON	26 Jan 2024	May/June 2024

**Target dates for filmed exams cannot be predicted.