

Guild of Carillonneurs in North America
Examination Policy
2011
DETAILED GUIDELINES FOR THE CARILLON STUDENT
AND TEACHER

The purpose of the Examination is to advance the candidate from an Associate member to Carillonneur member of the GCNA. The Examination certifies performance proficiency including competency in musicianship and carillon technique on carillons **as defined by the Guild of Carillonneurs in North America**. Successful candidates will be recommended by the jury for "Carillonneur" designation to the GCNA membership at a General Business meeting at the current Annual Congress.

Each candidate should consider the examination process as a sincere commitment to professional growth, culminating in the achievement of performance level described in this policy. It is a multi-step procedure for the serious individual who enters into the process with the consent of his/her teacher/mentor.

The attainment of "Carillonneur" status should not be looked upon as an end to professional development, but rather as a beginning and/or continuation of a lifelong commitment to learning, involvement in, and promotion of the goals and ideals of the GCNA. By retaining a musical curiosity and desire to learn throughout one's career, the carillonneur will aspire to the highest standards of musicianship.

Periodically, exam updates for candidates and teachers, including clarifications and notices, are posted via the online document, Performance Notes. Please check the GCNA's web site regularly or contact the Chair (LLonie@hotmail.com). The most recent Performance Notes are also attached at the end of this document.

I. Teacher Verification of Achievement

The carillon teacher participates in the screening as well as in the preparation and instructional processes. The teacher should acquaint the candidate with the purpose, goals and activities of the GCNA. It is also recommended that the instruction period be a minimum of two (2) years. Attendance at a Congress prior to examination is also recommended.

A teacher's signature, in two (2) places on the application form, verifies the aspects of the student's achievement in carillon performance prior to undertaking the examination process:

The first signature indicates that the candidate has received instruction in carillon performance and that the teacher/mentor approves that student for the examination process. This verification implies that the teacher has assessed the student's performance to be at or above the level indicated in the examination requirements.

The second signature verifies a repertoire list of 25 selections of medium or greater difficulty which has been learned consistent with public performance. This verification indicates that the student can perform each work at the examination competency level. The repertoire list should include carillon compositions, transcriptions and arrangements by individuals other than the teacher or student.

Signature verification to be made by a person who has passed the GCNA's carillonneur exam or an individual who holds a diploma/certificate from a recognized carillon school.

Verification of the application and the repertoire list is the first step in the exam process. The second step is passing the CD screening. The final step is passing the congress examination recital. This recital requires approval and recommendation of the jurors and the approval by the GCNA voting membership.

II. Repertoire Selection

A candidate may submit not more than one (1) personal arrangement, transcription, or composition as part of the examination process at any level. It should be understood that such a piece may, in addition to the proficiency of its performance, be subject to adjudication as to the work's:

1. suitability for the carillon medium;
2. suitability for the carillon on which it will be performed;
3. correlation between written score and actual performance;
4. copyright authorization; and
5. legibility.

If the selection is an arrangement or transcription originally for another instrument, the arrangement/transcription must be fully written as a carillon arrangement. (example: submission of violin or organ scores will not be accepted.) At-sight arrangements (free improvisations) are not permitted.

The GCNA will not sanction the performance of arrangements or transcriptions of works which are not part of the public domain or have not had prior written approval from both arrangement and performance copyright holders. The candidate must provide to the committee chair a photocopy of the legal permission to arrange or perform such work(s). If legal permissions are not provided, the work is disqualified.

III Congress Location: Bloomfield Hills, MI
June, 2011

IV Congress Instruments:

Official Name of Carillon:	St. Hugo of the Hill	Kirk in the Hills Tower of the Apostles	Christ Church, Cranbrook
Address of the carillon:	2215 Opdyke Rd. Bloomfield Hills, MI 48304	1340 West Long Lake Rd. Bloomfield Hills, MI 48302	470 Church Road Bloomfield Hills, MI 48304
Total number of bells:	48	77	50
Foundry/Make of bells:	Royal Eijsbouts, 2005	Petit & Fritsen	Taylor Meeks, Watson
Bourdon weight/transposition	5180 lbs, concert pitch	12000 lbs, concert pitch	6,500 lbs, concert pitch
Compass of bells:	C-D chromatic up 4 oct. to C	G,A-chromatic to C (6.5 oct)	B flat, C-chromatic to C 4 octaves
Compass of pedal board:	C-D chromatic up 2 octaves to C	G-C (2.5 oct)	B flat, C-chromatic to C 2 octaves
Keyboard Manufacturer:	Royal Eijsbouts	Meeks, Watson	Meeks, Watson & Co., 1994
Location of tower:	Free standing, adjacent to main church bldg	Attached to sanctuary	Attached to sanctuary
Access:	Spiral staircase	Spiral staircase	Spiral staircase enclosed
Playing cabin environment:	Air conditioned/heat/open windows	Glass cabin, a/c, heat, doorwall	Air conditioned/heated, three large windows
Sound:	Via open hatch door	Natural through doorwall	Hatches, sound system
Practice keyboard	Eijsbouts 2005. Ground floor of tower	Meeks, Watson	1994 (Meeks, Watson & Co.)
Renovation date(s) & by whom?		1999 Meeks, Watson	14 new treble replacement bells in 2001 (Meeks, Watson & Co.)
Misc. helpful information		Site of 2001 GCNA congress. www.kirkinthehills.org	www.christchurchcranbrook.org

V Required Pieces for 2011

The required pieces and pricing are available from the publishers after **January 1, 2010**. To order, please contact Laura Ellis (LREllis@ufl.edu).

Gavotte I & II, (JS Bach/arr. Winsemius, NL School publication to be available via GCNA).
Slavic Dance (Pozdro/GCNA)
Dance of the Tower Bells (Janssens/GCNA)

VI. Jury

The jury is chosen by the Board of Directors and composed of GCNA carillonneur members and/or highly qualified non-Carillonneur members of the GCNA.

VII. Application Form and Fee Deadline

The application and fee (\$40 non-refundable) is to be postmarked by Nov. 2, 2010 and mailed to Lisa Lonie, 1391 Walton Rd., Blue-Bell, PA 19422. All applicants must be Associate members of the GCNA in good standing with dues paid by November 2. New membership applications must be postmarked by November 2, 2010 and sent to the GCNA corresponding secretary. Membership applications are available on the web site.

PLEASE do not use certified, registered, insured mail or any other methods which require a signature. Federal Express or UPS can be accepted only if prior arrangements are made with the committee chair. Applicants from outside the U.S. must use **airmail** (not surface mail).

Candidates who have special needs may submit a written request to the GCNA Examinations Chair for special accommodations to be made. Such requests must be made by the November deadline for the respective session each time a candidate applies for an examination. The GCNA President and Examinations Chair will consider each case individually.

VIII. Membership Status of Candidate

All examination candidates must be Associate members of the GCNA in good standing (with current dues paid) prior to the November 2 deadline for application submission. Membership information can be obtained via www.gcna.org and must be postmarked by November 2, 2010. Disqualification will occur if membership application and dues are not postmarked to the corresponding secretary on or before November 2, 2010.

Candidacy of the examinees shall not be disclosed to anyone, particularly not to the GCNA corresponding secretary (for membership) and/or treasurer (for dues). Failure to observe this *may* result in disqualification.

IX. Required Pieces

The required pieces for any examination year are selected one each from the following categories:

1. transcription/arrangement
2. expressive
3. an original carillon composition of advanced technical difficulty.

The required pieces are normally selected approximately 15 months in advance of the Congress (e.g. in September 2008 the committee chooses pieces for the 2010 exam). The announcement appears in the Fall mailing of the Guild, on the GCNA web page, and in the Fall edition of Carillon News. The scores are available for purchase in January of the year preceding the examination year.

Each candidate must purchase a personal copy of the three required pieces. All other music referred to on the repertoire list, the CD and the Congress recital must also be personally owned by the candidate. Photocopies, teacher-owned copies or library copies are not acceptable and could result in disqualification. Exceptions will be works out-of-print or otherwise not available for purchase.

Revised 9/08/2010

X. CD Recording for Examination Screening (also see Personal Check List document)

All candidates will prepare the three (3) required selections for inclusion in a CD recording of not less than 28 minutes and no more than 32 minutes maximum duration with **one (1) minute** between selections. It is at the discretion of the candidate how long an interval to take between movements of a suite; however, the interval may not exceed 1 minute. The balance of the recording will consist of compositions and arrangements for carillon chosen by the candidate. The performance will be recorded on a traditional carillon as defined by the GCNA. Each piece is to be recorded without editing.

Eight (8) photocopies (8 ½ x 11) of all music is to be sent at the same time as the recording. All photocopies of music must be readable in a clear, legible calligraphy or computer-generated 8 ½ x 11 manuscript with **measures numbered** at the beginning of each line (hint: number the measures before copies are made). Scores are to be duplicated on the watermarked template provided online at www.GCNA.org. Prepare eight packets of scores, collated and arranged in the order in which they are played.

The candidate's name is not to appear anywhere on the submitted scores, but must appear on one copy of the CD (for the chair's eyes only). Interpretative changes to the score can be noted by the candidate on a separate piece of paper. The juror(s) may or may not agree with such changes.

The selections on the CD are to be listed in the order of the recording on the cover and must contain necessary information as to title, movements, composers, and arrangers. If necessary, include other detailed information on a separate sheet of paper.

The CD will be the only means of acquainting the jurors with the candidate's qualifications as a performer. The quality of the performance and recording are of prime importance. A poor quality recording could result in disqualification. All music performed on the CD must be completely learned. The performance of the three required pieces is of special importance. The candidate must pass all three required pieces at the CD level in order to progress to the next level. However, passing all three required pieces does not guarantee a congress recital. A CD must pass four (4) out of five (5) jurors in order to proceed to the Congress recital phase. Additional tips on recording for the carillon can be found in the information packet.

Eight (8) copies of the CD and all other pertinent materials mailed to the chair must be postmarked on or before **January 18, 2011** with no exception. (Suggestion – don't wait until the weekend before to record!). Again, please do not use any postage method which required the chair's signature. Do not use MEDIA MAIL postage. First class or equivalent must be used. The chair will acknowledge that the materials have arrived safely.

XI. Examination Screening Process

CD Recording Step:

Each candidate will be assigned a number. The juror members of the Committee will NOT be informed of the identity of the candidate, i.e. CD and music will be identified by number only. Additional tips on recording for the carillon can be found in the information packet.

Jurors will judge each CD individually and without communication with each other. Each juror will prepare written critiques of each CD performance. Approval of four (4) of the five (5) jurors will be necessary to be invited to perform an examination recital at the Congress. The decision of the jury is final.

Candidates will be notified of the results on or about April 1. In rare incidences when there is a delay, candidates will receive notification by phone, e-mail or letter. The written critiques of the CD performance and the music scores will be included with the written notification. It is expected that the student and teacher thoroughly review and pay careful attention to suggestions made by the jury.

Congress Exam Recital Step:

If the aforementioned requirements have been met, the candidate will be invited to play an examination recital at the GCNA Congress of that year. The candidate must register for the Congress. If the candidate accepts the invitation, the Congress recital will be not less than 28 minutes and not more than 32 minutes

duration with one minute between selections. It is at the discretion of the student how long the interval is between movements of a suite; however, the interval may not exceed 1 minute.

One of the **required** pieces will be chosen by majority vote of the jury for performance in the Congress recital. The selection will be made known to the candidate upon notification of passage at the CD level; the selection will be made known to the jurors at the Congress. The required piece must pass at the Congress recital or the candidate fails.

Additionally, a selection from the candidate's submitted **repertoire** list will also be chosen by the majority vote of the jury and be made known to the candidate upon notification of passage at the CD level. Failure of the repertoire piece during the Congress recital *may* result in failure of the entire performance.

The remainder of the 30 minute program and order of selections will be made by the candidate. New music different from that used on the CD recording may be used, however it is highly suggested that the Congress program be as close as possible to the CD program in order to maintain continuity of the process.

As in the CD adjudication, transcription/arrangements/compositions must be clearly arranged/ transcribed for carillon. At-sight improvisations are not accepted by the judges. A candidate may submit not more than one (1) personal arrangement, transcription, or composition as part of the examination process at any level. It should be understood that such a piece may, in addition to the proficiency of its performance, be subject to adjudication elements as noted at the CD recording level.

Eight (8) clear and legible photocopies (8 ½ x 11) of each piece of music for the congress recital must be sent by a date determined by the chair and congress host (usually May 1) with a typed copy of the candidate's program. Scores are to be duplicated on a watermark template provided on www.GCNA.org. Include full titles, opus numbers, movement titles, and complete first and last names of composers on the printed program.

Even though candidates are encouraged to participate fully during a Congress, the candidacy of the examinees shall not be disclosed to anyone, particularly not to the GCNA corresponding secretary (for membership) and/or treasurer (for dues). Failure to observe this may result in disqualification.

No one will be permitted in the tower with the candidate either before or during the recital. All adjustments of the playing mechanism must be made by the candidate. Failure to observe this may result in disqualification.

All candidates will be allotted a total of one hour of practice time during the Congress. It is at the discretion of the candidate how best to divide this time between practice instrument and the carillon. The practice schedule will be coordinated between the Congress host(s) and the candidate. If a candidate arrives before the official start of the Congress, it is at the discretion of the host(s) whether or not to allow practice time on either the practice or performance instrument. Additional information relevant to the Congress exam is found in the letter confirming a Guild exam.

XII. Items Considered by Committee Jurors

A sample adjudication form is enclosed with the information packet.

As the juror adjudicates the candidates, he/she will be listening for the musical qualities listed below (this list is not all inclusive):

- | | |
|-------------------|---|
| SCORE READING | <ul style="list-style-type: none">• clear and audible interpretation of all symbols, repeats and terms• observance of all interpretive symbols and terms• adherence to the written score• correct notes; no repetition of the same wrong note(s) in identical/similar passages• accurate realization of the rhythm and pitches of ornaments |
| DYNAMIC ACCURACY: | <ul style="list-style-type: none">• observance of dynamic markings• a wide variety of dynamic nuance from very soft to very loud |

RHYTHMIC ACCURACY:

- care in the voicing of lines
- accurate rendering of rhythmic patterns
- observance of tempo markings
- phrase endings not held too long (no beats added to note values)
- steady, metrical pulse
- appropriate use of rubato where indicated
- musically valid choice of tempo (too much forward motion makes music sound “harried”; too little forward motion results in a lack of musical cohesion)

MUSICALITY

- shaped musical phrases (performance is not inelastic or mechanical)
- expressing the intentions of the composer
- bringing out musical ideas/motives where appropriate
- correct interpretation of ornaments

REGULATION OF INSTRUMENT

- proper adjustment of instrument

XIII. Carillonneur Designation

Four (4) out of five (5) jurors must approve the candidate’s Congress recital for Carillonneur status. Candidates who successfully pass the congress examination level are recommended by the jury to the voting membership of the GCNA. The decision of the jury is final. A vote is taken at the first scheduled general business meeting after the candidate’s recital. The decision the general membership is final.

New carillonneur members will receive one personalized membership certificate free of charge. Additional copies may be ordered at cost plus postage from the Examination Committee Chair.

XIX Miscellaneous

Due to the anonymity of the process, at no time is the candidate and/or teacher permitted to contact the juror(s). This will result in automatic disqualification. Additionally, the candidates and/or teacher may not contact the publishers, composers, arrangers of the required pieces during the adjudication process. All questions and comments are to be directed to the chair.

On behalf of the Examination Committee, the Board of the GCNA and the membership, I wish you every success in progressing through the examination process. If you have any questions, please do not hesitate to contact the Examination Chair.

Lisa J. Lonie, Chair
Examinations Committee
1391 Walton Rd., Blue Bell, PA 19422
LLonie@hotmail.com

Performance Notes 2011

Helpful information to assist in 2011 Carillonneur Examination preparation

- * Gavottes I & II may be transposed higher. The transposed version must be identical in all respects to the original key version as arranged by B. Winsemius.
- * Gavottes I & II – candidates should play Gavottes I & II as a single piece.
- * Slavic Dance - minimum tempo ♩ = 72

Please check this section routinely for updates

Revised 8/16, 9/10

Revised 9/08/2010

**GUILD OF CARILLONNEURS IN NORTH AMERICA
2011 Exam CHECK OFF LIST**

I. PERSONAL CHECKLIST

Please read ALL enclosed information carefully

___ GCNA Membership application and dues paid must be postmarked to the corresponding secretary by **November 2, 2010**

___ Exam Application mailed to address below
DEADLINE: Postmarked on or before November 2, 2010 to address below

___ Obtain/purchase all music to be used during examination process.

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RECORDING CD ADJUDICATION LEVEL:

DEADLINE: Postmarked using FIRST CLASS OR EQUIVANT POSTAGE on or before January 18, 2011 mailed to address below. NAME TO APPEAR ONLY ON ONE CD COPY (chair's copy).

___ Eight (8) packets of copied music (**all** pieces), with measures numbered, using the watermark template available online at GCNA.org. Each piece in the packet (i.e. one packet per juror plus Chair's copy) shall be **collated**, printed on 8 ½ x 11 paper, and arranged in the order in which it is performed. No names to appear on scores.

___ Eight (8) CD recordings of **30 minutes** and all pertinent music photocopies mailed to committee chair.

___ Sign "Proof of performance" sheet and enclose with packet of materials

Mail materials using USPS first class or priority postage. Do not use Media Mail, Parcel Post, surface mail (for foreigners). Refer to detailed guidelines for add'l information.

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___ If approved at the recording level, prepare and send printed program and eight (8) copies of all pieces for the Congress Examination Recital

DEADLINE: Postmarked on or before May 2, 2011 (subj. to change)

___ Register for Congress (Mandatory)

Lisa Lonie, Chair
1391 Walton Rd.
Blue Bell, PA 19422
LLonie@hotmail.com

Proof of Performance
Submit with CD

By my signature below, I certify that (a) I am the person applying to play an GCNA examination recital for advancement to Carillonneur membership at the Congress in 2011, (b) that the enclosed recording contains only my performances, and (c) that said performance has been recorded on a traditional carillon as defined by the GCNA. Each piece has been recorded without editing.

Signature