



# Excellence in Dance Education

## **Exam Rules and Procedures for Teachers 2026**

This document explains fully all the information needed by BAL teachers to enter and conduct their studio exams.

Please familiarize yourself with these procedures.

(Updated March 2026)

## **INDEX**

	<b>PAGE</b>
<b>1 - GENERAL INFORMATION</b>	
Beginners Assessments & Guidelines for Teachers	<b>2</b>
Senior Ballet	<b>3</b>
Senior Grades	<b>3</b>
Jazz	<b>3</b>
Hip Hop	<b>3</b>
Tap'N'Beats	<b>4</b>
BAL Tap	<b>4</b>
Character	<b>4</b>
Disabilities	<b>4</b>
Jazz Solos	<b>4</b>
Tap Solos	<b>4-5</b>
Ballet Solos	<b>5</b>
<b>2 - ENTERING YOUR EXAMS</b>	
Entry Forms	<b>6</b>
Entry Fees	<b>6</b>
Exam Timetables	<b>6-7</b>
Report Forms	<b>7</b>
Exam Fee Surcharges	<b>7</b>
Late Entries	<b>8</b>
Exam Session Start Dates	<b>8</b>
Refund Policy	<b>8</b>
Exam Venues – Private Centre & HQ Mixed Days	<b>8</b>
<b>3 - EXAM DAY PROCEDURES</b>	
Dress Code	<b>10</b>
Music	<b>10</b>
Numbering	<b>10-11</b>
Double grades	<b>11</b>
<b>4 - AFTER YOUR EXAMS</b>	
Results & Certificates	<b>11</b>
Transfers & Illness	<b>11</b>
Report Tampering	<b>11</b>
Honour Point Awards	<b>11</b>
<b>APPENDIX 1 - EXAM TIME ALLOCATIONS</b>	
<b>APPENDIX 2 - EXAM DRESS REQUIREMENTS</b>	
<b>APPENDIX 3 - EXAM MARK ALLOCATIONS</b>	
<b>APPENDIX 4 - 2026 EXAM CALENDAR</b>	
<b>APPENDIX 5 - HQ EXAM DAYS: PARENTS INFORMATION</b>	
<b>APPENDIX 6 – EXAM CHECKLIST</b>	

## **CONSTITUTION**

- Teachers must adhere to the BAL Constitution regarding membership.
- BAL member studios must enter candidates for examinations conducted by the organisation within two years of membership approval, and at least once every two years thereafter.

# 1. GENERAL INFORMATION FOR EXAMS

## **BEGINNERS ASSESSMENTS**

- Dances are taken 2 at a time for Ballet, BAL Tap, and Jazz. If there is an odd number of candidates the examiner will either take 3 together or ask an earlier candidate to accompany the last candidate. Tap' N' Beats dances are conducted in groups (up to 4 candidates taken altogether, 6 candidates taken 3 at a time, if 8 candidates taken 2 sets of 4)
- Blue Star - HD & Hons, Red/Pink Star - HC & Comm, Green Star - Pass Plus & Pass
- There are no honour points awarded for any Beginners (or Pre-Stage) Assessments.
- For Beginners & Pre-Stage assessments the studio teacher, or any registered BAL member, can choose to take the candidates into the exam room and remain with them through all exercises. Please carefully read the following guidelines for Beginners assessments.

## **TEACHERS GUIDELINES FOR BEGINNERS ASSESSMENTS**

- When the examiner is ready for the group, please enter with your students and position them on the barre. The examiner will greet them and the students will reply.
- The examiner will tell the students which barre exercise is to be seen. The teacher can then show the students what the exercise looks like and must then move away from their line of sight while they do the exercise.
- The teacher will then assist the students in finding their places in lines when they move into the centre. The examiner will tell the students which exercise is to be seen. The teacher can then show the students what the exercise looks like and must then move away from their line of sight while they do the exercise.
- Teachers cannot dance with the students or make any comment or gestures to them when they are dancing.
- If an exercise requires the children to move positions (e.g to the corner, or to the side) the teacher should direct them to their spot. If a corner exercise is done one at a time the teacher may stand behind the students and gently indicate when the next student should start.
- When all exercises are completed the teacher must leave the room while dances are shown.

*In short, the examiner will interact with the students and advise each step, and the teacher will direct the students to their positions around the room and remind them what each exercise looks like prior to execution.*

*This process provides young students with the reassurance, assistance, and familiarity of their teacher, whilst also providing a pathway to future exams where they will take instruction solely from the examiner.*

## **SENIOR BALLET**

- **Pre- Elementary Foundation** - Students can enter for Pre- Elementary Foundation which requires all the Pre-Elementary syllabus exercises to be shown but which requires no pointe work – The Pointe section is demonstrated on demi-pointe in ballet shoes. As this is an easier task, the marks allocated to Foundation students for the Pointe exercises will be limited regardless of the standard of this demi-pointe work shown by candidates. Students entering for Foundation exams will usually therefore receive a slightly lower pass than a comparable student showing Pointe work in pointe shoes.
- **Pre- Elementary** – All syllabus exercises, including the pointe section, are required.
- **Elementary Foundation** – As for Pre-Elementary, students can enter for Elementary Foundation which requires no pointe work. The Pointe section is demonstrated on demi-pointe in ballet shoes.
- **Elementary** - All syllabus exercises, including the pointe section, are required.
- Students who passed Pre-Elementary Foundation may still later enter for the Full Elementary exam.

## **SENIOR GRADES**

- The minimum age for entering Pre-Elementary Ballet, Elementary Ballet, Jazz, Tap, or Character, or Stage 8 Tap’N’Beats is 12 years.
- All senior examinations must be taken in sequence, ie. Pre-Elementary, Elementary, Intermediate, Pre-Advanced, Advanced, Solo, or Stage 8-9-10 Tap’N’Beats.
- It is necessary to pass the BAL Grade 5 exam (or a corresponding standard from another recognised syllabus, after approval by BAL Directors) before entering for any senior grades.
- For Grade 5 Ballet, Grade 6 Ballet, and all major examinations in all genres: The maximum number of candidates is six only and never more. If, for example, you have thirteen candidates entered in any senior examinations of the same standard, you must divide them into three groups – e.g two groups of four and one group of five.

## **JAZZ**

- Teachers may use their own choice of music for exercises. Dances/Combinations must use the set music, start from the advised time count, & be edited to length required.
- Combinations required: Pre -Primary, Primary & Grade 1 - Two set Combinations required. Grades 2 to Advanced require 4 set Combinations to be shown.
- Candidates are to enter the exam room one at a time to perform Combinations for all standards, Pre-Primary to Advanced.
- Recommended minimum age for Jazz exams: Beginners 6 yrs, Pre-Primary 7yrs, etc.

## **HIP HOP**

- Teachers may use their own choice of music for syllabus, but all dances must use the original music, except for Primary where an alternate song may be chosen to replace “My Humps”. Pre-Primary must use the set music throughout.
- Combination and Dances to be taken one at a time in all grades.
- Recommended minimum age for Pre-Primary Hip Hop exam is 7-8 years.

## **TAP'N'BEATS**

- Pre-Stage – Stage 2: Barre work is taken altogether. Centre and Corner exercises are taken one at a time. Dances are taken in small groups (up to 4 candidates taken altogether, 6 candidates taken 3 at a time, 8 candidates taken in two sets of 4).
- Stages 3 – 10: Barre, Centre, Corner, and Dances are taken one at a time.
- The recognised Tap'N'Beats music (as sold by BAL) is compulsory for all exercises and dances in all stages.

## **BAL TAP**

- From 2026 it will be compulsory to use the provided music, as on the google drive, for the exercises in all BAL Tap grades. The music for the dances can still be the teacher's choice. Music for the dance in each grade is available on the BAL Tap Google Drive and is preferred, but any suitable music may be substituted for the dances, providing the chosen piece is the same length and speed as the provided BAL music.

## **CHARACTER**

- There are no notations for Intermediate or Advanced character as the DVDs are clear and detailed.
- A theory book is required from Grade 1 to Elementary and is available from HQ.
- For Grade 4 examinations, a skirt as described in the syllabus must be worn.

## **STUDENTS WITH DISABILITIES**

- As there is no syllabus specific to students with disabilities, such candidates will be examined by the same standards used for all candidates.

## **JUNIOR AND SENIOR JAZZ SOLOS – OPTIONAL EXAMS**

Each examination consists of two dances in stage costume, shown in the following order.

1 – Jazz Routine (not Lyrical/Contemporary)

2 – Musical Theatre/Musical Comedy Routine

This is a stage presentation examination, and each dance must be executed with style, expression and personality. Maximum time limit 3 minutes

Each dance is judged on the following categories:

Technique (execution)	10 marks (per dance)
Flexibility	10 marks
Musicality (rhythm)	10 marks
Pattern (arrangement)	10 marks
Style and Presentation	10 marks

**JUNIOR JAZZ SOLO** - There is no age restriction however the candidate must have passed the Grade 5 Jazz examination.

**SENIOR JAZZ SOLO** - Candidate must be at least 15 years of age and must have passed Advanced Jazz examination. Completion of Junior Solo is not a prerequisite.

## **JUNIOR AND SENIOR TAP SOLOS – OPTIONAL EXAMS**

Each examination consists of two dances in stage costume, shown in the following order.

1 – Slow Routine

2 – Fast Routine – (Metronome count not less than 192 crotchets)

This is a stage presentation examination, and each dance must be executed with style, expression and personality. Maximum time limit 3 minutes per dance

“Stop Time” or Tacit Sections are permitted.

Vocals are permitted in the music, but instrumental is preferred.

Each dance is judged on the following categories:

Turns, Time and Rhythm	10 marks (per dance)
Beats and Winging	10 marks
Dance Execution	10 marks
Style and Personality	10 marks
Dance Arrangement	10 marks (includes Floor Pattern and choice of music )

**JUNIOR TAP SOLO** - There is no age restriction; however the candidate must have passed the Grade 5 Tap examination, or Stage 7 Tap'N'Beats.

**SENIOR TAP SOLO** - Candidate must be at least 15 years of age, and must have passed the Advanced Tap examination, or Stage 10 Tap'N'Beats. Completion of Junior Solo is not a prerequisite.

## **JUNIOR & SENIOR BALLET SOLOS - OPTIONAL EXAMS**

### **PETITE SOLO (JUNIOR BALLET SOLO)**

Consists of two Classical dances, shown in the following order:

- 1 - Classical Dance in ballet shoes. Tutu to be worn.
- 2 - Demi- Character Dance in ballet shoes and in appropriate costume. **OR a Lyrical/Expressive/Contemporary routine can be presented.**

There is no age restriction however the candidate must have passed Grade 5 Ballet exam.

### **SENIOR BALLET SOLO**

Consists of two Classical dances, shown in the following order:

- 1 - Classical Dance in pointe shoes or ballet shoes. Tutu to be worn.
- 2 - Demi- Character Dance in pointe shoes or ballet shoes, in costume. **OR a Lyrical/Expressive/Contemporary routine can be presented.**

There is no age restriction, however the candidate must have passed the Elementary or Elementary Foundation Ballet examination. Completion of Junior Solo is not a prerequisite. Please be aware that a strong performance in pointe shoes will attract more marks than the same performance in ballet shoes. Wherever capable, candidates are encouraged to enter Senior Ballet Solo examination in pointe shoes.

Each dance is judged on the following categories:

Port de Bras & posture	10 marks (per dance)
Technique	10 marks
Musicality/Dance Quality	10 marks
Dance Arrangement/Pattern/Music choice	10 marks
Presentation /Storytelling/Costuming	10 marks

### **SOLO DANSEUSE**

This examination is taken after Advanced Ballet. Pointe shoes to be worn throughout.

Full syllabus is available from HQ.

## **COPYRIGHT**

- Music (Ballet, BAL Tap, TnB, Character), all notations and videos, can be purchased via annual subscription from headquarters. Ballet Theory books are available in hard copy only. Syllabi are copyright of Ballet Australasia Limited and may not be sold, hired, lent, duplicated, reproduced, performed, or exploited in any manner in whole or in part.

## **MEMBERSHIP**

- Only financial members of BAL may enter students for BAL exams in the genre of their membership
- All Assistants who conduct BAL syllabus classes must hold Full Teacher membership or Provisional membership, pending completion of teaching qualifications.
- It is compulsory for teachers to attend BAL Summer School at least every two (2) years, with attendance required in classes of all genres taught by the member [This is also a condition of membership and examination entry].

# **2. ENTERING BAL EXAMINATIONS**

## **ENTRY FORMS**

- Summary Sheets and entry forms for each genre can be found on the BAL website. All entry forms must be completed in full and submitted online, accompanied by the appropriate Summary Sheet for each section, i.e. Ballet, Jazz, Tap etc.
- Fill out forms keeping groups according to standard, ie: all Pre-Primary together, all Primary together, etc. Do not use one page per grade – simply leave a line between grades. Please list your candidates in height order, which will become their candidate number in their exam. Do not change that order in the exam.
- PLEASE WRITE NAMES CLEARLY and CHECK YOUR SPELLING so that staff can produce accurate certificates for your students.
- Remember to KEEP A COPY of your Summary Sheets and entry forms for your records, before you send them to Headquarters.

## **ENTRY FEES**

- ENTRY FEES MUST ACCOMPANY YOUR ENTRY FORMS. Entries and fees must be lodged at headquarters by the closing date specified on the exam calendar for the current year i.e 4 weeks prior to the start of the exam session (not 4 weeks prior to your exam date). New Zealand entries follow the date set in the exam calendar. Late fees will be payable for all entries received after the due date. There are no exceptions to this requirement.
- Payment can be made either by EFT, debit or credit card, or Direct Deposit.
- All payments for New Zealand entries must be deposited by EFT or Direct Deposit into the BAL New Zealand Westpac account.
- MasterCard and Visa are the only credit cards accepted.
- An additional 1% surcharge will apply to all Credit card payments.

## **EXAM TIMETABLES**

- Your exam day timetable must accompany your entries. Calculate the time to be allocated for each exam using the charts listed in Appendix 1. Exam hours are 9am – 5pm (which includes breaks). Remember to allow 15 minutes for Morning Tea and 40

minutes for Lunch. If your exam day runs later than 4pm you must also include a 15 minute Afternoon Tea break.

- A date for exams is not confirmed until after the closing date and your fees are paid.
- Your timetable must be sent to BAL headquarters with your entries, Timetables will then be checked by office staff for conformity to time allocations and, once confirmed, parents can be advised. Do not advise parents of your exam timetable until it has been approved by HQ.

## **REPORT FORMS**

**There are new procedures for exam reports being introduced in 2026. Please familiarise yourself with these procedures. Assistance will be given, if requested.**

Once entries and payment are received, HQ will send the digital templates of the new exam reports to the teacher. The detail section at the top of the report will be filled in digitally by teachers and uploaded via a google drive link to BAL HQ. All reports have the applicable grade heading so please ensure that the correct forms are used.

- These will then be sent by HQ to the allocated examiner, to be used on exam day.
- Teachers will no longer receive paper copies of the exam reports prior to the exams, will not need to manually write names etc. on all reports, and will not need to hand the examiner paper reports on the day.
- Please ensure that you have electronically submitted your completed report forms at least three weeks prior to your examination date.

## **SENIOR BALLET - PRIVATE CENTRES**

- Senior ballet examinations may be held in a teacher's own studio as part of the studio's exam timetable. In such cases, a minimum of three students in a grade would need to be entered. If you have fewer than three students you must combine with another studio in your area or enter them in a mixed day at Sydney HQ.

## **SENIOR STUDENT CONTACT FORMS**

- Teachers must also submit the senior contact forms with their entries. These forms require the contact details of all senior candidates in all genres, which assists in keeping the BAL database current and provides the details necessary to invite senior students to become BAL Members.

## **EXAM FEE SURCHARGES BY STUDIOS**

- A list of BAL examination fees should be displayed at your studio for parent's information. Exam fees are also listed on the BAL website for all parents to confirm, should they wish to.
- BAL administration receives enquiries from parents regarding the fees for examinations. If a studio feels it necessary to add an additional fee to cover studio expenses of the examination day, parents must be advised that this is a surcharge imposed by the studio, not by BAL. If queried, BAL will only inform parents of the fee stated on the BAL entry form. We will not attempt to justify any exorbitant surcharge added by some teachers. Please be realistic and encourage your parents to support the examinations by limiting any surcharge imposed. A suggested maximum surcharge is \$5.00 per entry.

## **LATE ENTRIES**

- Always contact BAL headquarters to advise them of any late entry.
- Late entry fees should be paid in advance directly to BAL and not to the examiner.
- Remember to advise all parents and students of the additional late fee.

### **CATEGORY ONE – Late entry of individual candidates to an existing studio booking.**

- Should late entry candidates be accepted, there will be a \$15.00 late entry fee charged per candidate per exam. These late entries will be accepted up to 3 weeks prior to exams on condition that they can be fitted into the existing timetable.

### **CATEGORY TWO – Late entry of bulk studio exams past the published closing date.**

- Late entries submitted after the published closing date are discouraged as they not only disrupt but also delay the process of scheduling exams and confirming dates to other teachers. However, where possible, they may be accepted but only up to 2 weeks after the actual closing date. The late entry fee in this case is \$15.00 per student per exam, or \$300.00 maximum studio fee. Late bulk entries may result in the teacher having no choice of exam date, as their exams can only be scheduled around the dates already allocated to other teachers.

## **EXAM SESSION START DATES**

- Exam dates will be allocated once all exam entries are received by the published closing date for each area.
- Your exam dates will be confirmed as soon as the exam tour has been organised.
- You may advise BAL of one or two preferred dates, or alternatively, dates that are not convenient, but we cannot guarantee that we can accommodate your requests. In this eventuality you must adhere to the dates set for you.
- Exam session starting dates as listed in the Exam Calendar are approximate, and BAL reserves the right to alter published start dates. Should it be impossible for a studio to hold their exams on the allocated dates, it may be necessary for the studio to pay the examiner's airfare, accommodation and/or meals if they wish an examiner to visit them on another date, especially if re-scheduled outside allocated session time.

## **REFUND POLICY**

- Exam fees are non-refundable and non-transferable. It is the teacher's responsibility to ensure that students and parents are aware of this rule.
- Candidates who miss their exams through illness or accident may reschedule their exam if a convenient exam date can be allocated. A transfer fee of \$20 (NZ\$24) will be charged.

## **EXAM VENUES**

Exams can be taken:

- a) at your own studio premises, or in conjunction with another teacher at their studio premises (these are Private Centre exams) OR
- b) at BAL Sydney headquarters on mixed day exams.

**a) TEACHER'S STUDIOS [PRIVATE CENTRE]**

- The minimum total exam entry fees to qualify for a private centre are A\$1,500 [NZ\$1,600].
- Teachers can combine their date with another teacher and thereby jointly meet the minimum fee requirement.
- Teachers must provide a large table with a firm surface for the examiner [not a card table], a comfortable chair, and a warm, draught-free area.
- The teachers must arrange for the examiner to be picked up from and returned to their accommodation [or airport/train station/bus station], if required.
- All teachers are charged a daily private centre fee for exams held at their own studios [or another private location]. The fee is A\$30 per day or part day (NZ\$35) and payment must accompany your exam entry fees.

**THIS FEE IS CAPPED AT A\$60 (NZ\$70) MAXIMUM PER STUDIO PER EXAM SESSION.**

**b) MIXED DAYS AT BAL HEADQUARTERS - SYDNEY**

- These are examination days held at headquarters at pre allocated monthly dates throughout the exam season, June to November. [see exam calendar in Appendix 6 or on the BAL website  
They are provided for schools which have either an unsuitable or no exam venue of their own, or perhaps only a small number of students. Mixed days are also available for candidates who have missed their exam due to illness, or other reason.

- **There is a minimum of 4 hours exams required to hold a mixed day at HQ. This is calculated from the combined exam time of all studios entering that particular date.**

- There is an additional \$4.00 fee per candidate per exam (\$5.00 for all senior Ballet exam candidates due to longer exam times) for all mixed day exams.

- **Mixed days are NOT private examination days. BAL will set the timetable for the day and although we will try to accommodate times suitable to all teachers involved, teachers must accept and adhere to the timetable advised.**

- Please read the information in Appendix 5 carefully to ensure that you fully understand the rules regarding exams at headquarters, and to avoid any misunderstanding with the parents of your pupils on exam day. Print a copy of Appendix 5 headed "Exams at BAL HQ - Information for Parents" and place it on your noticeboard for parents to clearly see or send it to them individually.

- Access to the kitchen at HQ is given to teachers solely for the preparation of lunch and tea breaks. Teachers must not allow students or unauthorised people into the kitchen.

- Bins are provided for rubbish, but please remove any leftover food from the kitchen at the end of the day.

- **For exams held at BAL HQ, there are now multiple options available to play your music:**

\* **The BAL tablet is available which is logged into the Google Drive and connects to the stereo via the 3.5mm Aux cord.**

\* **There are now Lightning and USB-C dongles for you to connect your own device to play music. These dongles will also plug into the 3.5mm Aux cord.**

**For the above options, select AUX, on the stereo by turning the dial to the AUX option.**

\* **As a backup, there is still the DVD player for CD's – select CD on the dial.**

### **3. EXAMINATION DAY PROCEDURES**

- Christian names should never be used between the teacher and the examiner whilst on examination premises, no matter how well each knows the other.
- Students must arrive 45 minutes before the scheduled start of their exam.
- Candidates must enter the exam room together and proceed to the barre or wherever their first exercise commences. The examiner will say “Good Morning/Afternoon” and the students should then reply in a similar manner
- Each Ballet candidate from Grade 1 must have their own theory book with their name on it and must bring it to the exam day. It will be returned to the teacher at the end of the examination day. Candidate number 1 will hand all ballet theory books for the grade to the examiner on entering the room (not individually handed in). Please remember that photocopying is a breach of copyright.
- All candidates are expected to wait after their final dance/exercise, until the examiner says “Thank you” to them. They should then show a curtsy and thank the examiner in return and then leave the room.

#### **DRESS CODE**

- Details of the examination dress code can be found in Appendix 2 of this document.
- Students must wear required exam uniform (no jewellery or nail polish to be worn).
- It is important that hair is neat and tidy and appropriate for the genre of examination.
- Please inspect your pupils’ shoes prior to them entering the examination room to ensure ribbons [where required] are correctly tied and tap screws are secured.
- An examiner has the authority to refuse to permit a candidate to proceed with the examination if shoes are unsatisfactory.

#### **MUSIC**

- Ensure the person operating the music in the examination room for your students is competent. Time can be lost during examinations when the operator is not conversant with the music or with the equipment. This can put extra strain on candidates.
- Be sure the operators have at least one practice session with the sound system prior to the exam, and must not bring mobile devices into the exam room.
- A screen should be placed where the music operator is sitting. The music operator must be able to see the examiner but NOT the candidates. Please request the music operator to have their back to the students. The music operator should not be close enough to the examiner to read the confidential papers on the table.
- The music operator must NOT be the teacher or a parent of the students taking the examination.

#### **NUMBERING CANDIDATES**

- Ensure that students are numbered back and front and that the numbers are clearly displayed and firmly secured.
- Have two sets of numbers in case one set is lost during changeover of exam groups.

- Candidates are organised by height at the time of entering, e.g. the shortest is No 1, graduating to the tallest at the end of the line. **Once entries are submitted with entrant numbers assigned, please do not alter the numbering, to avoid students receiving the wrong report.**

### **STUDENTS ENTERING MORE THAN ONE GRADE IN SAME GENRE**

- The lower grade **MUST** be taken first, and it is the **TEACHER'S** responsibility to ask the examiner if the lower grade has been passed before the candidate is permitted to attempt the higher grade.
- It is essential to understand that if the candidate is not successful in the first exam, then they will not be entitled to a refund of the fee paid for the second exam.

### **TRANSFERS & ILLNESS**

- It may be possible to transfer a candidate to another exam session if he or she has a legitimate reason (at BAL discretion). All transfers will incur a \$20 (\$24NZ) transfer fee. It is the teacher's responsibility to contact headquarters to arrange an alternative examination date. Please keep in mind that any specific date you request may not be available.

## **4. AFTER YOUR EXAMS**

### **RESULTS AND CERTIFICATES**

- BAL undertakes to issue results and certificates within four (4) weeks of the end of the session.
- If there are any errors in the certificates issued please contact BAL in writing, showing all corrections necessary. BAL will then re-issue the correct certificate. If the error is not the fault of BAL then a \$20AUD replacement charge will apply.

### **REPORT TAMPERING**

- Teachers are reminded that tampering with reports and/or results is not permitted under any circumstances. Teachers found to be tampering may face legal action and have their membership revoked.

### **HONOUR POINT AWARDS**

- For every "Honours" or "Honours with Distinction" pass awarded to students an Honour Point is allocated, depending on the mark gained. The higher the mark, the higher the Honour Point allocated. These points are then collated for each studio at the end of the year. Studios with the highest Honour Points are presented with the perpetual trophies for the relevant genre at Summer School in January.

## APPENDIX 1 - EXAMINATION TIME ALLOCATIONS

Maximum number of candidates for junior grades is eight.

Maximum candidates for Grade 5 Jazz & Ballet, & all senior exams is six.

Allow 15 minutes morning and afternoon tea and 40 minutes for lunch.

### BALLET

No	Beg	Pre Pri	Pri	1	2	3	4	5	6	Pre- Elem & Fdt	Elem & Fdt	Int	Adv	Junior & Snr Solo	Solo Danseuse Dipl.
1	15	15	15	15	25	35	35	35	1	65	1¼	1½	1¾	15	1¾
2	20	20	20	30	30	40	40	40	1	70	1¼	1½	1¾	20	1¾
3	30	30	30	30	30	40	40	45	1¼	1¼	1½	1¾	2	-	-
4	30	30	30	35	35	50	50	55	1½	1¼	1½	1¾	2	-	-
5	35	35	35	40	40	55	55	60	1¾	1½	1¾	2¼	-	-	-
6	35	35	35	45	45	60	60	65	1¾	1½	2	2¼	-	-	-
7	40	40	45	50	50	70	70	-	-	-	-	-	-	-	-
8	40	45	50	55	55	75	75	-	-	-	-	-	-	-	-

Add 20 minutes onto times if there are male entries in Major examination

### HIP HOP

No	Pre-Prim/Prim	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Elem
1	15	15	15	20	20	20	20
2	15	15	15	20	20	20	20
3	20	20	20	30	30	30	30
4	20	20	20	30	30	30	30
5	30	30	30	40	40	40	40
6	30	30	30	40	40	40	40
7	40	40	40	45	45	45	-
8	40	40	40	45	45	45	-

### JAZZ AND CHARACTER

No	Beg	Pre Pri	Pri	Pre Grd Character	1	2	3	4	5	Elem	Int	Adv	Junior Solo	Senior Solo
1	15	15	15	15	20	20	25	25	25	30	30	30	15	15
2	20	20	20	20	25	30	30	30	30	30	35	35	15	15
3	30	30	30	30	30	35	35	35	40	40	40	40	-	-
4	30	30	30	30	30	35	35	35	40	45	45	45	-	-
5	40	40	40	40	40	45	45	45	50	50	50	50	-	-
6	40	40	40	40	45	50	50	50	55	55	55	55	-	-
7	45	45	45	45	45	50	50	1hr	-	-	-	-	-	-
8	50	50	50	50	50	1hr	1hr	1hr	-	-	-	-	-	-

For Inter & Adv Character - add 20 mins due to two syllabi examined

### BAL TAP

No	Beg	Pre Pri	Pri	1	2	3	4	5	Elem	Int	Pre-Adv	Adv	Both Solos
1	10	10	15	15	15	15	15	15	20	20	25	20	15
2	15	15	20	20	20	20	20	20	30	30	35	35	20
3	20	20	30	30	30	30	30	30	35	40	40	-	-
4	30	30	30	30	30	30	30	30	40	50	45	-	-
5	30	30	30	30	30	30	30	40	45	50	55	-	-
6	30	30	30	40	40	40	40	40	50	55	60	-	-
7	40	40	40	40	45	45	45	45	-	-	-	-	-
8	45	45	45	45	50	50	50	55	-	-	-	-	-

### TAP'N'BEATS

No	Pre-Stage	Stage 1	Stage 2	Stage 3	Stage 4	Stage 5	Stage 6	Stage 7	Stage 8	Stage 9	St 10
1	15	15	15	20	20	20	20	20	30	30	30
2	15	15	15	25	25	25	25	30	30	30	30
3	15	15	20	35	35	35	35	35	40	40	40
4	20	20	20	35	35	35	35	40	50	50	50
5	20	20	25	35	35	35	35	45	1hr	1hr	1hr
6	25	25	30	45	45	45	45	50	1hr	1hr	1hr
7	25	25	30	50	50	50	50	1 hr			
8	25	25	30	55	55	55	1hr	1 hr			

# APPENDIX 2 - EXAMINATION DRESS REQUIREMENTS

## Ballet [Classical] - Girls

Studio Leotard, of the same style and colour. Sheer Skirt to mid- calf for Grade 6 dance only	Beginners to Advanced Ballet
Ballet Shoes: Pink elastic on shoes Pink Ballet Ribbons on shoes Pink elastic on shoes Pointe shoes to be taken into examination and used in pointe work section.	Beginners to Grade 2 Grades 3 to Advanced Grade 6
Tights – flesh pink	All Grades - Compulsory

## Ballet [Classical] - Boys

White t-shirt, well fitting black tights, jock strap, white socks and black ballet shoes (black elastic)	All Grades - Compulsory
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## Hip Hop– Boys & Girls and Tap’N’Beats (Option 1) – Boys & Girls

Pants/Tights - ¾ or long [any colour or style] NO OVER-LONG PANTS PAST ANKLE LENGTH	All Grades - Compulsory
Top - close fitting top [singlet, tank, T-Shirt or crop top] NO LOOSE TOPS OR JACKETS	All Grades - Compulsory Elementary Hip Hop must wear sleeveless top
Shoes – any shoes [joggers, gym boots, jazz sneakers, etc.] Tap shoes for Tap’N’Beats	All Grades - Compulsory
Hair – any tidy style worn off the face	All Grades - Compulsory

## Jazz - Girls

Studio Leotard, of the same style and colour.	All grades
Studio lycra Shorts & Tan tights	All Grades – Compulsory
Camel or black jazz shoes	All Grades (entire grade must wear the same colour)

## Jazz – Boys

Black tights or black narrow legged track pants, jock strap and white t-shirt or polo	All Grades - Compulsory
Shoes – black jazz shoes	Beginners to Grade 5 – Compulsory

## BAL Tap– Girls and Tap’N’Beats (Option 2) - Girls

Studio Leotard, of the same style and colour.	All Grades
Own Studio Shorts & Tan tights	All Grades
Shoes – All candidates must wear the same colour tap shoes Own choice	Up to Grade 5 Seniors

**BAL Tap – Boys  
and Tap’N’Beats (Option 2) - Boys**

Black trousers, jock strap, white t-shirt or collared shirt or polo, and black tap shoes.	All Grades - Compulsory
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**Character - Girls**

[National costume acceptable in all grades]

Studio Leotard of the same style and colour. Skirt - own choice of colour. Exception – Grade 4 Mexican as noted in syllabus.	All Grades - Compulsory Character costume can be worn but this is optional
Shoes – red, black or camel character shoes	All Grades – Compulsory with exception of Pre Grade (Welsh) who wear pink or black ballet shoes
Tights – flesh pink	All Grades - Compulsory

**Character - Boys**

Optional at teacher’s discretion with suitable character shoes.	All Grades
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## APPENDIX 3 - EXAM MARK ALLOCATIONS

To assist teachers in understanding the exam marking, BAL has listed the following information for your interest. It may assist you in determining the allocation of your class time for each section (eg. The Steps section carries 20 marks, and these are generally the more difficult exercises, so ensure you always leave enough time in class to teach them properly). It also reminds teachers that exam dances carry a lot of marks, as do presentation & style, therefore dances should be confidently and well shown for maximum marks.

**BALLET**

**BEGINNERS BALLET - No written report. Short notes written on certificate only.**

Barre	20
General use of arms	10
Arm Exercise & Balance exercise	20
Steps and rhythm	10
Characterisations	20
Dance	10
Mime	10

**ALL BALLET GRADES PRE PRIMARY TO GRADE 5**

Barre	20
Port de Bras (general use)/Department	10
Adage	20
Steps	20
Presentation & Theory (from Grade 1)	10
Dance	20

**BAL TAP**

**BEGINNERS to ELEMENTARY TAP**

Barre	20
Components	20
Steps	20
Dance	20
Style & Presentation	20

**INTERMEDIATE & PRE-ADVANCED TAP**

Components	20
Combinations	20
Steps	20
Dance	20
Style & Presentation	20

**ADVANCED TAP**

Turning Amalgamations	10
Wing Amalgamation	10
Waltz	10
Tango	10
Soft Shoe	10
Rhythm Step	10
Dance	20
Style & Presentation	20

**TAP'N'BEATS  
ALL GRADES**

Barre Exercises	20
Centre Exercises	20
Corner Exercises	20
Dance	20
Style & Presentation	20

**JAZZ**
**BEGINNERS - No written report. Short notes written on certificate only.**

Barre	20
Arms	20
Floor	20
Steps	20
Dance	20

**PRE PRIMARY and PRIMARY JAZZ**

Warm Up - Ex 1 & 2	20
Floor Ex - 1-4	20
Centre Steps	20
Combination	20
Combination	20

**GRADE 1 to GRADE 5 JAZZ**

Exercises 1 to 4	20
Exercises 5 to 8.	20
Exercises 9 to 12	20
Combinations (whether 2 or 4 shown), includes Presentation & Style	40

**ELEMENTARY AND ADVANCED JAZZ**

1 - 4 Centre Exercises	20
5 - 8 Centre Exercises	20
9 - 12 Centre Exercises	20
4 Combinations - 10 marks each combination, this includes Presentation & Style	40

**INTERMEDIATE JAZZ**

1 - 4 Centre Exercises	20
5 - 8 Centre Exercises	20
9 - 13 Centre Exercises	20
4 Combinations -10 marks each combination, this includes Presentation & Style	40

**HIP HOP  
 PRIMARY**

2 Warm Up	20
4 Progressions	20
1 Combination	20
Dance	20
Style	20

**GRADE 1**

3 Warm Up	20
4 Progressions	20
1 Combination	20
1 Dance	20
Style	20

**GRADE 2**

2 Warm Up	20
4 Progressions	20
1 Combination	20
1 Dance	20
Style	20

**GRADE 3**

2 Warm Up	20
Isolations/Glides	20
1 Groove Combination	20
1 Lyrical Dance	20
1 Fast Dance (Style to be marked in Dances)	20

**GRADE 4**

2 Warm Up	20
2 Progressions	20
1 Combination	20
1 Slow Dance	20
1 Glove Dance (Style to be marked in Dances)	20

**GRADE 5**

3 Warm Up	20
Dance 1 Tribal	20
Dance 2 Hip Hop	20
Dance 3 Lyrical Hip Hop	20
Style	20

**ELEMENTARY**

1 Warm Up	10
Introduction to House	10
Introduction to Poppin'	10
Introduction to Waving	10
1 Lyrical Dance	20
1 Fast Dance	20
Style	20

# APPENDIX 4 - BAL 2026 Yearly Planner

Colour Codes: **HQ Mixed Days** **Sydney Metro Dates** **NZ Dates** **Victoria/Tasmania**

**Qld / Northern Rivers** **South Australia**

April	May	June
27 <sup>th</sup> Western Australia Exam Entries close	4 <sup>th</sup> Sydney Metro June closes 30 <sup>th</sup> New Zealand Exam Entries close 31 <sup>st</sup> Diamond Star Group Day	1 <sup>st</sup> Start date Sydney Metro June 1 <sup>st</sup> Approximate start Western Australia exams 8 <sup>th</sup> Sydney Metro July closes 18 <sup>th</sup> HQ July Mixed Exam Day closes 22 <sup>nd</sup> South Australia Exam Entries close
July	August	September
4 <sup>th</sup> – 5 <sup>th</sup> TCIV and Certificate III course – TBC 6 <sup>th</sup> Sydney Metro August closes 13 <sup>th</sup> Northern Rivers Exam Entries close 16 <sup>th</sup> Start date Sydney Metro July 16 <sup>th</sup> HQ July Mixed Exam Day 20 <sup>th</sup> Approximate start South Australia exams 20 <sup>th</sup> Queensland Exam Entries close 23 <sup>rd</sup> HQ August Mixed Exam Day closes 27 <sup>th</sup> Tasmania Exam Entries close 31 <sup>st</sup> Approximate start New Zealand exam tour	3 <sup>rd</sup> Sydney Metro September closes 3 <sup>rd</sup> Victoria Exam Entries close 3 <sup>rd</sup> Start date Sydney Metro August 10 <sup>th</sup> Approximate start Northern Rivers tour 17 <sup>th</sup> Approximate start Queensland tour 17 <sup>th</sup> Mid-West Exam Entries close 20 <sup>th</sup> HQ August Mixed Exam Day 20 <sup>th</sup> HQ September Mixed Exam Day closes 24 <sup>th</sup> Approximate start Tasmania tour 31 <sup>st</sup> Central Coast Exam Entries close	1 <sup>st</sup> Start date Sydney Metro September 1 <sup>st</sup> Approximate start Victoria tour 7 <sup>th</sup> Sydney Metro October closes 14 <sup>th</sup> Approximate start Mid-West tour 17 <sup>th</sup> HQ September Mixed Exam Day 17 <sup>th</sup> HQ October Mixed Exam Day closes 28 <sup>th</sup> Approximate start Central Coast tour
October	November	December
5 <sup>th</sup> Sydney Metro November closes 5 <sup>th</sup> Start date Sydney Metro October 15 <sup>th</sup> HQ October Mixed Exam Day 8 <sup>th</sup> HQ November Mixed Exam Day closes	2 <sup>nd</sup> Start date Sydney Metro November 12 <sup>th</sup> HQ November Mixed Exam Day	4 <sup>th</sup> HQ closes for holidays
January 2027		
14 <sup>th</sup> – 15 <sup>th</sup> TCIV and Certificate III course 16 <sup>th</sup> Summer School Tap 17 <sup>th</sup> Summer School TNB 18 <sup>th</sup> Summer School Jazz 19 <sup>th</sup> Summer School Jnr Ballet 20 <sup>th</sup> Summer School Snr Ballet		

## APPENDIX 5

# EXAMS AT BAL HEADQUARTERS

## INFORMATION FOR PARENTS

### TRANSPORT

- Train travellers can alight at Museum or Central Stations. It is then a short walk, or buses are available to Oxford Street from Central.
- If travelling by car, there is the Goulburn Street Parking Station located at the corner of Goulburn and Elizabeth Streets.
- Street parking is extremely restricted and is generally by meter.

### PARENTS

- The teacher is permitted to authorise no more than two helpers for the dressing and numbering of candidates and the preparation and serving of refreshments to the examiner. These helpers may either be Teacher members or other elected adult persons. No other parents/carers can remain on the premises during exams.
- If the coffee shop located on the ground floor is open, please do not sit in the coffee shop unless you are a paying customer, and do not remain there for long periods of time. Parents and teachers are responsible for the behaviour of their children at all times. Children should be quiet, and avoid running in the foyer, courtyard or coffee shop.
- **Do not dress your children, or spray hair in the foyer.** Parents could consider bringing their child to headquarters already dressed and groomed if they wish to personally dress their own child.
- The Strata Manager has advised that the original artwork in the foyer has cost many thousands of dollars and BAL parents/carers may be held accountable for any damage caused by students coming to BAL HQ for exams.

### DRESSING ROOMS

- **The toilets on Level 7 ARE NOT TO BE USED for changing** as they are also used by other workers in the building. BAL has two adequate dressing rooms for this purpose.
- PLEASE REMEMBER to leave these dressing rooms in a clean and tidy manner at the end of each day. Anything left in the dressing room will need to be collected within the week or it will be disposed of.

### STUDIO

- To avoid damage to the studio floor please ensure that examination candidates do not have loose tap screws.
- An examiner has the authority to ask a student to leave the studio if their shoes are damaging the floor.

## APPENDIX 6 - EXAM CHECKLIST

### ENTERING EXAMS

- Entry forms filled in – Each grade entered together, in height order
- Timetable compiled, including breaks
- Entry fees collected from students
- Entry forms, entry fees, & timetable sent to HQ

### BEFORE EXAM DAY

- Once approved by HQ, send timetable to parents
- Digitally fill in the report form details for each student
- Submit report forms to HQ (do not change student numbering)

### EXAM DAY

- Students to arrive 45 minutes prior to exam time
- Number candidates as per entry form
- Ensure exam room is set up to examiner's requirements & mirrors covered