



**Admission Regulations  
work-study Master's Degree Programme  
Dance Teacher  
from 2<sup>nd</sup> December 2021**

On the basis of Section 13 (3) in conjunction with Section 81 (1), No. 1 of the law regulating the autonomy of the universities in the Free State of Saxony (Sächsisches Hochschulfreiheitsgesetz ((Saxon Law of University Autonomy)) - SächsHSFG) in the version of the announcement of 15 January 2013 (SächsGVBl. p. 3), last amended by Article 2 (27) of the law from 05 April 2019 (SächsGVBl. p. 245), the Senate of the Palucca University of Dance Dresden in consultation with the Rectorate is issuing the following Admission Regulations - established on 2<sup>nd</sup> November 2021 - passed on 2<sup>nd</sup> December 2021:

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In these regulations, the masculine pronouns shall refer equally to persons of both genders.

## **Section 1 Scope**

- (1) These Admission Regulations shall govern the procedures for admission to the work-study Master's Degree Programme Dance Teacher at the Palucca University of Dance Dresden.
- (2) Otherwise, the Palucca University of Dance Dresden matriculation regulations shall apply.

## **Section 2 Admission Requirements**

- (1) Requirements for admission to the work-study Master's Degree Programme Dance Teacher are:
  1. A particular artistic aptitude according to Section 18 (12) SächsHSG, to be determined according to Appendix 2 of the Admission Regulations
  2. A general or subject-specific university entrance qualification according to Section 18 (2) SächsHSG
  3. A recently acquired professionally recognized university diploma, or professional experience as dancer or as dance teacher of, as a rule, not less than a year
  4. Pedagogical/Teaching Aptitude/Suitability
  5. English skills at least at the C1 reference level of the Common European Framework of Reference for Languages (CEFR).

In cases of exceptional artistic aptitude, proof of a university or subject-specific university entrance qualification can be dispensed with according to Section 18 (12) SächsHSG.

- (2) In the event that proof of English skills is not submitted at the time of registration, the registration shall be subject to proof of English skills before the end of the 2nd semester according to Section 18 (12) SächsHSG. In the event that proof of the required English language skills is not submitted before the end of the 2nd semester, registration for the work-study Master's Degree Programme Dance Teacher shall expire at the end of the second semester.

The decision whether to recognize the foreign language requisites from applicants who can provide proof of a university entrance qualification from abroad, or a Bachelor's Degree or equivalent, shall be made by the Admission Panel.

The Admission Panel may recognize proofs of qualifications other than that of a certificate of university entrance qualification, such as TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System). Sound skills can also be proven by means of a certificate of an English language Bachelor Degree.

## **Section 3 Application for Admission**

- (1) The application for admission requires a written application (for admission). The application for admission shall be submitted according to the procedures stipulated by the University

and it must be received by the University within the application deadline specified by the University.

(2) The following must be submitted with the application for admission:

- Motivation letter according to No. 1b) of Appendix 1 of the Admission Regulations
- Copies or transcripts of educational certificates
- Copies or transcripts regarding the highest educational qualification and professional practice,
- Evidence concerning the periods of study to date as well as results of the studies or exams and a clearance certificate issued by the examination office
- A curriculum vitae (CV) in tabular form with precise information regarding previous education and professional experience
- Proof of payment of the application fee (e.g. copy of a bank account statement)
- Proof of knowledge of the English language according to Section 2 (1); for English language native speakers the submission of proof does not apply
- Video or video link according to Section 2 (1) for applicants who must submit evidence of their artistic aptitude by means of an aptitude test; see Appendix 2 of these regulations for more detailed information
- Any other documents for the determination of qualifications in artistic and/or pedagogical fields according to Section 2 (1).

The documents can be submitted in either the German or English language. In the event that original documents are in a language other than German or English, these must be submitted together with a certified translation in either English or German.

(3) Certified copies of documents shall be submitted, at the latest, at registration.

#### **Section 4 Admissions Procedures**

(1) Admissions procedures must be completed prior to registration. Simultaneous registration to multiple universities of the arts for the same course of study shall not be permitted.

(2) The purpose of the admissions procedures is to ascertain the applicant's particular artistic and pedagogical aptitude. The criteria for particular artistic and pedagogical aptitude are to be found in Appendix 1.

(3) The admissions procedures shall consist of two parts:

- a preselection
- an online audition

## **Section 5 Preselection**

- (1) The preselection shall determine whether an applicant is admitted to the online audition. The preselection shall comprise an evaluation of the dance and/or pedagogical qualifications based on the application for admissions.
- (2) Applicants who have submitted their applications in correct form and in a timely manner according to Section 3, and who have fulfilled the requirements in Section 2, or are likely to fulfil them, may participate in the preselection.
- (3) The applicant has passed the preselection if, within the scope of this examination, evidence is provided of particular artistic and/or pedagogical aptitude, meaning that the applicant fulfils the criteria as specified in Appendix 1, No. 1 according to his professional and artistic abilities. The criteria are fulfilled when under No. 1 a) at least one general indicator as well as one indicator relevant to the chosen specialisation is met, and under No. 1 b) at least two of the three specified indicators are met.
- (4) The applicant shall be informed in writing as to whether or not he/she is admitted to the online audition. Within the scope of the preselection, the Admission Panel may make recommendations concerning the choice of a different specialisation or a different major.

## **Section 6 Online Audition**

- (1) Those applicants approved for the online audition shall receive an invitation to the online audition stating the date of the online audition.
- (2) No later than one week prior to the online audition, applicants must submit a concept for a 30-minute practical training according to their choice of specialisation and major and include the specified contents as listed in Appendix 1, under No. 2 a).
- (3) The online audition shall comprise of:
  - evaluation of the concept for the practical training
  - implementation of the practical training as described in the concept
  - an interview with the applicant lasting no longer than 15 minutes
- (4) The applicant shall have passed the online audition if they have presented proof of having a particular artistic and pedagogical aptitude in accordance with the criteria set out in Annex 1, no 2. This proof shall be fulfilled when the following has been achieved:
  - on a grading scale using whole numbers from 1 (= excellent), 2 (= lies significantly above the average requirements), 3 (= meets average requirements), 4 (= due to shortcomings does not meet the requirements) to 5 (= due to significant shortcomings does not meet the requirements), at least 14 of the 17 criteria have been graded 3 or better and no criterion of the 17 criteria has been graded 5.

The Admission Panel, in mutual agreement, shall award one grade for each criterion. If consensus cannot be reached, the arithmetical average shall be calculated based upon the grades given by the individual members of the Panel. The number resulting from this

calculation must form a whole number. Average numbers containing up to 0.49 shall be rounded down, those beginning with 0.5 shall be rounded up.

- (5) Provided that the applicant fulfils all other admission requirements, a passed online audition shall give him/her the right to participate in further admission procedures for the work-study Master's Degree Programme for Dance Teacher as well as the full-time Master's Degree Programme Dance Teacher at the Palucca University of Dance Dresden.

### **Section 7 Allocation of a Place of Study**

- (1) An allocation procedure shall take place in the event that the number of available study places for the work-study Master's Degree Programme Dance Teacher is fewer than the number of applicants who have passed the online audition.
- (2) Allocation shall be based upon the achieved grades in the online audition as according to Section 6 (4). The average will be calculated out of the 17 awarded grades. When calculating the average grade, the first and second decimal place behind the comma shall be taken into account; all other decimal places shall be rounded up or down according to the standard rules of rounding. A ranking of applicants shall be established according to these grades.
- (3) In the event that several applicants have the same average grade, the ranking of these applicants shall first be calculated according to the average grade of criteria No. 6 through No.12. In the event that after the weighting, as according to sentence 1, two or more applicants are equally ranked, the ranking will be calculated based upon the average grade of criteria No. 1 through No. 5. In the event that, after this, there is still an equal ranking of two or more applicants, a decision shall be made by random draw.
- (4) Social reasons (hardship cases) are to be taken into consideration upon request by the applicant. The Rector, in consultation with the Head of Dance Teacher Programmes, makes the decisions regarding the allocation of a study place.

### **Section 8 Repetition of Admissions Procedure**

- (1) In the event that an applicant is rejected due to a decision according to Section 5 (4), he/she may resubmit an application at a later point in time.
- (2) A failed online audition may be repeated at a later point in time but, as a rule, may only be repeated once.

### **Section 9 Admission Panel**

- (1) The University establishes an Admission Panel for the admission procedures (preselection and online audition). The Admission Panel is appointed by the Examination Board at the Palucca University of Dance Dresden.

- (2) The Admission Panel shall include at least three teachers belonging to the academic and artistic staff as specified, at least one of which must be a professor. The Admission Panel shall elect its chairperson.
- (3) Unless otherwise stipulated, the panel shall decide by simple majority. In the event of a tied vote, the Chairman has the casting vote.
- (4) Members of the Admission Panel shall be bound by a confidentiality obligation in regard to the applicants and any discussions during the admission procedures.

### **Section 10 Decision regarding admissions**

- (1) The applicant shall be informed of the online audition results in written form no later than six weeks after the online audition - in the case of a rejection, including justifications and information on legal remedies available.
- (2) The applicant shall be informed of the results of the admissions procedure (allocation of a study place) in written form no later than six weeks after the last online audition of the respective application period - in the case of a rejection, including justifications and information on legal remedies available.
- (3) Admission for studies shall apply to the next possible programme begin in the winter semester. As a rule, a later commencement of studies shall require a new online audition.

### **Section 11 Minutes**

The admissions procedure shall be recorded in writing. Each set of minutes must include the names of the members of the Admission Panel and the names of the applicant, the start and end of the online audition as well as the voting results with a statement of the grounds for the decisions made. In cases of a rejection, the minutes must include a formal justification for this decision. The minutes shall be signed wet ink or digitally by the members of the admission panel.

### **Section 12 Short-term Students (Guest Students) and Auditors**

- (1) Short-term students can be admitted upon request by the Head of the study programme.
- (2) Short-term students shall be rated according to their artistic aptitude, their dance skills, and acknowledgement of graded and non-graded work.
- (3) In the event that a short-term student should decide on another programme of study at the Palucca University of Dance Dresden, the requirements regarding application and admission must be met, including proof of the knowledge of the English language.
- (4) To be admitted as an auditor, applicants must prove that they have the relevant qualifications. The admission as auditor shall be granted by the Head of the study programme.

(5) Particulars regarding admission to a study programme and status of short-term students and auditors shall be regulated by the registration regulations.

### **Section 13 Entry into Force and Expiration**

The Admission Regulations shall become effective with their publication at the Palucca University of Dance Dresden. They shall apply to those applicants who are registered for the work-study Master's Degree Programme Dance Teacher from Winter Semester 2022/2023 onwards.

The Admission Regulations dated 10<sup>th</sup> October 2016 shall expire at the same time.

Dresden, 2<sup>nd</sup> December 2021

Prof. Jason Beechey  
Rector

## **Criteria for determining a particular artistic and pedagogical aptitude**

During the admissions procedures, each applicant's particular artistic and pedagogical aptitude will be determined according to the following criteria:

### **1. Criteria during the preselection (Section 5)**

**a) The applicant's suitability for the study programme according to his technical and artistic abilities in relation to his chosen field of specialisation (Ballet Master/Rehearsal Director or Dance Teacher for professional training or Dance Teacher for Community Dance/Amateur fields) and in his chosen field of focus (Ballet or Contemporary / Modern Dance)**

*Indicators:*

General:

- 1) Employment in project work / in a theatre (teamwork) or
- 2) Focus of activities to date is related to the chosen specialisation and major

Regarding the chosen specialisation:

Ballet Master/Rehearsal Director:

- 1) A minimum of five years' experience as a dancer in a dance company corresponding to the chosen field of focus and/or
- 2) Verifiable Experience as Ballet Master / Training Director / Rehearsal Director corresponding to the chosen field of focus

Dance Teacher for professional training:

- 1) A minimum of three years' experience as dancer in a dance company corresponding to the chosen field of focus and / or
- 2) A minimum of five years' experience as a dance teacher corresponding to the chosen field of focus

Dance Teacher for Community Dance/Amateur fields:

- 1) Proof of particular artistic aptitude by means of:
  - a. An aptitude test via video according to Appendix 2 of these regulations or
  - b. A minimum of one year experience as dancer in a dance company or
  - c. A completed professional dance education at a recognized training facility in Germany or a comparable degree or
- 2) A minimum of three years' experience as a dance teacher regarding the chosen major

**b) Assessment of the applicant's technical and artistic skills in view of the University's profile**

The assessment is based upon the letter of motivation submitted by the applicant.

*Indicators:*

- 1) Reasons for the choice of the study programme and selection of the University
- 2) Expectations in regard to the area of specialisation and field of focus as offered by the University
- 3) Vision for the future and professional goals

**2. Criteria during the online admissions examination (Section 6)**

a) During the evaluation of the concept for the practical training

- 1) Teaching unit objective
- 2) Teaching unit intention
- 3) Teaching unit structure and content
- 4) Specialised terminology
- 5) Intended pedagogical and methodological approach

b) During the practical training (with at least 1 other participant)

- 6) Implementation or adaption of the concept
- 7) Demonstration of the practical training
- 8) Ability to lead
- 9) Ability to communicate and articulate
- 10) Ability to convey ideas
- 11) Potential for development
- 12) Handling of practical training participants and other involved parties

c) During the interview

- 13) Motivation for the choice of the study programme and selection of University
- 14) Reflection on the dance-pedagogical activity
- 15) Reflection on the practical training
- 16) Presentation of personal experiences and competences in the fields of dance and pedagogy
- 17) Ability to enter into a dialog

## **Procedures for the aptitude test via video as proof of particular artistic aptitude**

The aptitude test via video allows the evaluation of whether the applicant has the required technical and artistic competences necessary to be admitted to the work-study Master's Degree Programme Dance Teacher at the Palucca University of Dance Dresden.

These competences are specifically:

- Body control and precision (physical build, precision of technical elements, attention to dynamics, nuances, use of space)
- Mastery of the musical periods, musical tempos, musicality
- Artistic sense (artistic quality of movement, interpretation, demeanour, and presentation)
- Ability to articulate the technical elements corresponding to the chosen field of focus.

The required standards thus correspond to the required standards for both fields of focus (Ballet or Contemporary / Modern Dance), to those achieved by graduates of a professional training programme, for example, at the Palucca University of Dance Dresden.

As aptitude test, a video must be submitted which demonstrates one of the études presented in the Palucca University of Dance Dresden YouTube channel. The étude should correspond with the chosen field of focus (Ballet or Contemporary / Modern Dance) and not exceed 3:00 minutes. See also:

<https://www.youtube.com/playlist?list=PLE75782A5628B28C6>.

If the applicant can provide plausible evidence that, due to a prolonged or permanent physical disability or a chronic illness, he/she is unable to perform the étude, the étude can be demonstrated<sup>1</sup> or an alternative evaluation of artistic aptitude is possible.

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<sup>1</sup> A demonstration is to be understood as a dance with lower amplitude, performed with a maximum of quality, precision and clarity, especially with a view on coordination, musical-scenic direction, intention, nuances, dynamics and character. Virtuoso movements can perhaps be simplified, but the picture presented must correspond as closely as possible to the relevant variations.