

## **CERTIFICATE OF PERFORMANCE**

### **Academic Certificate Programme at the Music and Arts University of the City of Vienna**

#### **1. Programme aims**

For musicians, the ongoing development of artistic skills and the honing of one's creative personality are basic requirements in order to be able to meet the constantly changing demands of performing and the concert world.

Through the academic certificate programme *Certificate of Performance*, the Music and Arts University of the City of Vienna is offering tailor-made, high-level professional training to musicians who are looking to acquire an additional qualification suited to their needs.

This course is aimed primarily at graduates of music colleges and conservatoires and at ensembles (pre-formed chamber groups) who are looking to develop and/or specialise their artistic skills.

The individual needs and goals of the course participants form the central starting point for the programme structure. Through discussing and agreeing aims with teaching staff in advance, a focused course of study and the achievement of learning outcomes are guaranteed.

Examples of students' aims might include:

- Development of instrumental / vocal skills
- Expanding and deepening stylistic and repertoire knowledge (repertoire work)
- Preparation for orchestral auditions / audition training
- Preparation for and participation in competitions
- Stage presence
- Performance coaching
- Honing and strengthening your own creative personality
- Gaining concert experience

#### **2. Programme structure**

Length: 2 semesters

The programme is spread over two semesters and is split into the following modules:

- **Principal Study (*Zentrales künstlerisches Fach - ZkF*) - 20 ECTS / semester**
- **Additional Artistic Practice (*vertiefende künstlerische Praxis*) - 4 ECTS / semester**
- **Portfolio Development (*Portfolioentwicklung*) - 1 ECTS / semester**
- **Mentoring and Reflection**
- **Course-exam - 10 ECTS**

1. The module **Principal Study** comprises one academic hour (50 minutes / week) with a workload of 20 ECTS Credits and is offered in the form of individual instrumental tuition (KE) / group instrumental tuition (KG).  
The course comprises a total of 30 teaching sessions (of 50 minutes each) in the Principal Study instrument. If necessary, and in consultation with teaching staff, these can also be taken as a block.

The Principal Study module concentrates on areas of study agreed individually in advance with teaching staff.

2. The module **Additional Artistic Practice** offers a range of additional options that must make up at least 4 ECTS Credits. This module serves to complement and extend the areas focused on in the Principal Study. A workload of 4 ECTS Credits can be put together from the entire range of courses on offer at the University, dependent on available resources, for example:

- Piano accompaniment
- Orchestral and chamber music projects (Musikverein, Konzerthaus, MuseumsQuartier...)
- Opera production
- Master classes with visiting international professors
- Ensemble training
- Second study instrument (e.g. piano)
- Performance practice
- Advanced theoretical courses
- Self-management
- Professional skills
- Performance coaching

The areas of study that will make up this module will be discussed and agreed as part of the admission process. Non-university artistic achievements, where relevant, may also be accredited as part of the course.

3. In **Portfolio Development**, students document the skills acquired on the course and learning outcomes, as well as the artistic activities and personal development undertaken as part of the programme.
4. Another core element of the programme is a process of **Mentoring and Reflection**, guided by the chosen teaching staff and the programme director. This ensures that training progress and aims are reviewed on a regular basis and that students are guided in their artistic development.
5. Course-exam: The certification course is completed with a commissioner course-exam (10 ECTS Credits). In the margins of the course-exam the presentation of the portfolio is done (see 3. - Assessment)

### 3. Assessment

#### Admission exam

This course is aimed primarily at graduates of music colleges and conservatoires and at ensembles (pre-formed chamber groups) who are looking to develop and/or specialise their artistic skills. A degree is not an essential requirement for entry to the programme. However, sufficient artistic proficiency (corresponding to Master's level entry) must be demonstrated during the admission process.

Acceptance to the course is dependent on a successful outcome to the admission exam and the availability of space on the programme.

The admission exam can be done directly on site in Vienna or by submitting respective application videos and serves to determine applicants':

- a) motivation for undertaking the programme of study
- b) artistic proficiency (corresponding to Master's level entry)
- c) artistic and personal suitability

The admission process is split into three parts - applicants must be successful in Part 1 in order to progress to the next stage.

1. **Submission of a short biography (including language skills), covering letter, repertoire list and an audition programme:**
  - Short biography: applicants should provide a written overview of the qualifications they have gained so far, their (language) skills, and the areas their activities have focused on.
  - Covering letter: applicants should describe their personal expectations of the programme and what they are looking to get out of it. Applicants' should also state their current artistic activities and skills and those they are aiming to acquire.
  - Audition programme for Part 2: a programme for the artistic presentation that makes up Part 2 (corresponding to Master's level entry).
2. **Artistic presentation:**

In the artistic presentation, applicants should demonstrate their instrumental proficiency and level of artistry. The programme should be put together by the applicant her/himself and should give as strong an impression as possible of her/his artistic qualifications. Instrumental proficiency should be at least that needed for Master's level entry.
3. **Colloquium:**

Together with the applicant, a panel will discuss and reflect on the results of Parts 1 and 2 of the admission exam and examine the applicant's individual and artistic potential as well as her/his personal goals and suitability for the programme.

Alternatively, an admission exam is possible by submitting meaningful digital application videos under the following conditions:

- a) In addition to the documents referred to in point 1, a meaningful video must be submitted on the basis of the requirements referred to in point 2 to assess artistic suitability.
- b) Furthermore, applicants must submit an introductory video explaining the motivation to complete the certificate course (maximum two minutes)
- c) There is no legal claim to completion of the admission test in this variant, the responsible course director may in any case determine the completion of an on-site admission test.

More detailed regulations on this type of admission examination are determined by the bodies authorized by the statute and published on the website of MUK

**Admission panel:**

The panel is made up of at least two members and a chairwoman/ chairman with voting rights. Further regulations governing the admission panel are determined by the relevant bodies/committees as laid down in the statutes.

### **Completion of the programme**

Completion of the programme is dependent on the successful completion of all modules, the fulfilment of the necessary workload and a final adjudicated exam.

### **Final exam**

1. Final adjudicated exam: For the artistic-practical exam, students agree a programme with their Principal Study teacher and responsible course director and perform it for the adjudicating panel.
2. Presentation of the portfolio: As part of the final adjudicated exam, students present the portfolio they have been working on and describe the qualifications they have gained on the course.

Further regulations governing the final adjudicated exam are determined by the relevant bodies/committees as laid down in the statutes.

**Adjudicating panel:**

The panel is made up of at least two members and a chairwoman/chairman with voting rights. Further regulations governing the admission panel are determined by the relevant bodies/committees as laid down in the statutes.

## 4. Professional and personal qualification on completion of the programme / professional fields

The programme's individualised goals allow participants to focus their work on their own creative development, in turn allowing them to both broaden and hone a range of skills. This provides graduates with the vital additional qualifications needed to enhance their success in the professional world.

## 5. Graduation certificate

Following the successful completion of all courses and the fulfilment of the required workload, the University Board is obligated to present graduates with a certificate of completion from the Music and Arts University of the City of Vienna without delay, or within one month of completion of the programme.

In order to aid students' international mobility, an English translation of the certificate will also be provided.

## 6. Course plan

1. Principal Study (*Zentrales künstlerisches Fach - ZkF*) - 20 ECTS / semester
2. Additional Artistic Practice (*vertiefende künstlerische Praxis*) - 4 ECTS / semester
3. Portfolio Development (*Portfolioentwicklung*)- 1 ECTS / semester
4. Mentoring and Reflection
5. Course-exam: 10 ECTS

Total workload of the course: 60 ECTS Credits

## 7. Course types

- KE Individual artistic tuition (*künstlerische Einzelunterricht*):  
covers artistic, academic, theoretical and practical teaching material; individual artistic tuition involves one-on-one supervision of the student. In cases where it would be considered advantageous, individual artistic tuition can also be given in small groups.
- KG Group artistic tuition (*künstlerische Gruppenunterricht*)  
As for individual artistic tuition, but with more than one participant.
- EK Individual / group artistic tuition (*künstlerischer Einzelunterricht / künstlerische Gruppenunterricht*):  
A combination of individual and group artistic tuition.
- EA Ensemble work (*Ensemblearbeit*):  
Working with all those involved on a work in its entirety, in which creative processes are coordinated and honed. A successful learning outcome is determined through an assessment of the success of participating in the course. Through ongoing observation, the course leader will evaluate students' skills and knowledge, looking at artistic aspects in particular as well as at individual progress over the length of the course as a whole.
- SE Seminar:  
serves the in-depth academic / artistic exploration of a branch or special subject within an area of study. Participants are expected to undertake self-motivated study.
- UE Tutorial (*Übung*):

Course in which practical skills and competencies are learned or developed as part of professional artistic and artistic-academic training.

- SU Seminar and tutorial (*Seminar und Übung*):  
A combination of a seminar and a tutorial.
- VO Lecture (*Vorlesung*):  
serves to impart knowledge and introduces students to the key areas of a subject, its structure and essential content.
- VU Lecture with tutorial (*Vorlesung mit Übung*):  
A combination of a lecture and a tutorial.
- HO Sitting in on lectures (*Hospitation*):  
Attendance, observation and analysis of teaching at the Music and Arts University of the City of Vienna, as well as at other institutions, as a means to achieving practical and professional learning outcomes. Proof of attendance must be provided for successful completion of the course.