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TRANSLATION

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Conducting studies: guidelines concerning group tuition

GENERAL

These guidelines apply to conducting studies at the department of Department of conducting and orchestral and choral activities (orchestral conducting, choral conducting, wind orchestra conducting).

The guidelines are valid until further notice as of the date of the faculty dean's signature, and they apply to all undergraduate students in the Sibelius Academy's Faculty of Classical Music. For further information, please contact the head of academic affairs.

1. Guidelines concerning group tuition in main subject

Students can attend classes only if they are registered as attending (present).

A student has the right to receive group tuition in his/her main subject for 3 academic years (6 semesters as an attending student) when studying for a bachelor's degree and for 2.5 academic years (5 semesters as an attending student) when studying for a master's degree. Tuition is not granted after the Master's concert.

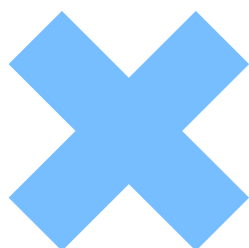
Any semester in which a student is registered as attending depletes the quota for instruction in the major subject. (This principle applies also, whenever a student participates in a student exchange programme or otherwise does not attend his or her major subject lessons.)

2. Exceptions

Cancelled classes

If the teaching is canceled for more than two weeks for reasons not depending on the student, the teaching will be held at another time by decision of the head of department. If teaching is repeatedly cancelled and this has significant impact on the students' learning process, instruction may be given at a different time, but not necessarily within the same semester.

The student's right to temporary absences from teaching and compensatory



assignments is decided by the responsible teacher. Longer absences can affect the semester credit accumulation (LOP).

Suspension of teaching

If a student's progress towards a degree or preparation for the performance examination does not progress in accordance with the approved individual study plan, his/her right to tuition may be suspended. The classes resume when the student has completed the missing courses from his/her individual study plan, updated that plan accordingly and resumed preparation for the performance examination. The department head decides when to suspend and resume classes.

Tuition after B level performance examination

If the student completes Level B in the 3rd year of his or her bachelor's studies but does not graduate, he or she can receive master's-level tuition during the following semester. His or her individual study plan for a master's degree must be approved first.

If the student does not complete his or her bachelor's degree during the following semester, the right to take part on classes will be suspended until the student completes his or her bachelor's degree.

Additional lessons

If the student needs additional instruction in the major subject to prepare for a performance examination, he or she can apply for this using the "Application for extra individual tuition" form where applicable. The application must be justified. The department head may grant extra tuition of no more than 1 academic year (2 semesters) for a bachelor's student and no more than 1 semester for a master's student. After this, the student must apply to the faculty dean for any additional instruction.

Signed in Helsinki 9.12.2019

Markus Utrio
Dean of the Faculty of Classical Music

Sanna Viitanen
Head of Academic Affairs

This document is a translation of guidelines "Musiikin johtamisen opinnot: ohje pääaineen ryhmäopetuksen myöntämisestä"