

Fellowship Diploma of the Guild of Church Musicians

Programme of study and assessment

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The Fellowship of the Guild of Church Musicians

The Fellowship diploma ('FGCM') is the highest award made by the Guild of Church Musicians. Awards conferred after 1 September 2006 are validated by Canterbury Christ Church University, Kent.

The diploma is intended for all musicians who work within the Christian Church regardless of denomination. Study and assessment is undertaken through the medium of the English language.

1. Aims and objectives

The course for the Fellowship diploma aims to train and develop church musicians who will be competent to work with understanding and at high standards within the Church. This will be undertaken by studying liturgical and pastoral aspects of the Church and its music, extending knowledge and understanding of church music in its historical and liturgical contexts, and by learning, developing, and enhancing skills relevant to church music in general and to their own denomination in particular.

At the end of the course each student will have demonstrated (a) knowledge and understanding of the liturgical and pastoral aspects of the Church and its music, and of church music in both historical and contemporary liturgical contexts; (b) capability and competence in skills relevant to church music in general and their own denomination in particular.

2. Level and scope

The Fellowship diploma is a self-contained qualification. It is not part of the national credit transfer scheme operated in Higher Education in the United Kingdom, but is designed to be compatible with that scheme. It is a postgraduate diploma, and is equivalent to 120 credits in the national accreditation scheme.

3. Structure

The diploma is in two parts, each consisting of 60 credits. Part One consists of four studies of 15 credits selected from modules offered in three fields: A - liturgy and worship, B - church music, and C - composition and arrangement. A candidate must include studies in A and B, but C is optional. Part Two builds on studies undertaken in Part One, offers opportunities for study in greater detail and depth, and consists of studies in two or three areas, including an obligatory element of practical assessment.

4. Outline of study

4.1 Part One

Each candidate chooses *four modules* of 15 credits, *including at least one module from Group A and one from Group B.*

Group A: Christian liturgy and worship

- A1. Historical outline of Christian liturgy and worship
- A2. Modern Christian liturgy, worship and pastoral theology (since c.1950)

Group B: Studies in church music

- B1. Western liturgical chant
- B2. European polyphonic sacred music (c.1100-1620)
- B3. Vernacular hymnody and metrical psalms (c.1500-present)
- B4. English cathedral music (c.1480-present)
- B5. Protestant music in Continental Europe (c.1520-1750)
- B6. Music and the Roman Catholic Church from the Council of Trent to Vatican II
- B7. Trends in church music since 1950
- B8. Popular and multicultural music in contemporary worship

Group C: Composition and arrangement

- C1. Composition
- C2. Writing for voices
- C3. Arrangement

4.2 Part Two

Part One must be completed successfully before a candidate may proceed to Part Two. A candidate who submits the final work for Part One in late January may register provisionally for Part Two; registration will be confirmed when the examiners report that Part One has been completed satisfactorily.

Each candidate must undertake *60 credits of study*, selected from the following areas, *including at least 15 credits and not more than 45 credits from Group F.*

Group D: Studies in music and worship

- D1. Extended essay (15 credits: 7,000-7,500 words)
- D2. Dissertation (30 credits: 14,000-15,000 words)

See section 7.2.1 below for further details.

Group E: Composition

- E1. Portfolio of arrangements for instruments and voices for use in worship, lasting 15-20 minutes in performance (15 credits)
- E2. Portfolio of compositions for use in worship, lasting 15-20 minutes in performance (15 credits)
- E3. Portfolio of sacred compositions, lasting 15-20 minutes in performance (15 credits)

Candidates will normally have established their ability in these fields in Part One, Group C studies. Exceptionally candidates may submit work already completed either for another qualification or in the course of their duties to establish their suitability to take elements of Group E not taken in Part One. The proposed content of each portfolio must be submitted to and approved in advance by the Academic Board: see section 7.2.2 below for further details.

Group F: Practical studies

- F1. Choral director (rehearsing and conducting) (15 credits)
- F2. Cantor and animateur (15 credits)
- F3. Music group leader (rehearsing and conducting) (15 credits)
- F4. Accompanist (organ and/or piano) (15 credits)
- F5. Solo performer (15 credits)
- F6. Choral singer (15 credits)

In F1-F3 assessment consists of practical sessions, followed by discussion with examiners. In F4 and F6 assessment consists of practical sessions, followed by practical tests. In F5 assessment consists of a performance, followed by discussion with examiners. See section 7.2.3 below.

5. Workload and periods of study

The total time required for study and assessment for the Fellowship programme is estimated at 800 hours (roughly 100 hours for each module of 15 credits). This will normally be spread over 20 to 24 months of part-time study. Exceptionally, a candidate who can undertake full-time study will be able to complete the work for the diploma in 10 to 12 months.

There are two study periods in each year. One study period will begin in early September with submissions due on 31 January following, and the other study period will begin in early February with submissions due on 30 June following. A part-time candidate will normally undertake studies over four study periods, taking modules totalling 30 credits during each study period. A candidate may commence formal study in either September or February, though details of modules are available earlier for those who wish to study in July and August.

6. Mode of study

The diploma is designed as a self-directed learning programme. Each module has a defined programme of study, with appropriate guidance for self-directed learning and the preparation of assignments.

Candidates may wish to seek specialist advice from others, and may arrange for this privately. Alternatively the Guild can suggest names of possible tutors for face-to-face personal tuition and/or supervision at a distance. Distance supervision may include postal correspondence, electronic mail, and telephone consultation, as appropriate to candidate and tutor. Where there is sufficient demand (not fewer than five candidates) centres of study may be established in those cathedrals and other places which offer teaching for the ACertCM.

7. Assessment

7.1 Part One In Part One the assessment of each module is based on the submission of specified assignments. Candidates are given choice in the assignments. The overall submission for each module is 7,500-8,000 words in the form of two essays in Groups A and B, or an equivalent quantity of appropriate written work in Group C. **The essay titles are changed periodically, and will be confirmed at the time of registration.**

7.2 Part Two In Part Two a candidate has the opportunity to study in greater depth and with a stronger focus, and assessment in Groups D and E allows the candidate to select more specific areas of writing, composition and arrangement.

7.2.1 Group D Candidates should propose a topic, which the Academic Board may refine. The topic must be submitted to the Fellowship Secretary for approval before the period of study begins (i.e. by 31 December or 30 June as appropriate).

7.2.2 Group E In Group E specific tasks are identified by the Academic Board, together with appropriate guidance. Candidates may select from these tasks, or propose an alternative (or alternatives) of their own. In either case the proposed content of the portfolio(s) must be submitted to the Fellowship Secretary for approval before the period of study begins (i.e. by 31 December or 30 June as appropriate).

7.2.3 Group F In Group F the nature of the practical assignments is defined in the module descriptions. A detailed proposal identifying relevant materials for the elements selected by the candidate must be submitted to the Course Fellowship Secretary before the period of study begins (i.e. by 31 December or 30 June as appropriate). The practical assessment will normally take place towards the end of the study period (i.e. in late June or late January).

Assessment is conducted by examiners appointed by the Academic Board of the Guild.

8. Submissions

Two copies of all written submissions should be sent to the Fellowship Secretary, and postmarked not later 31 January or 30 June. One of them may be a photocopy.

The assessment of practical studies in Group F may be conducted in one or more of the following ways, at the discretion of the Academic Board:

- a - live assessment at the candidate's church or chapel;
- b - live assessment at a centre set up by the Guild;
- c - exceptionally, by video recording submitted to the Fellowship Secretary.

In the case of (c) two copies of the tape should be sent to the Fellowship Secretary, and postmarked not later than 31 January or 30 June.

9. Pre-requisites; Exemptions

9.1 Candidates for the Fellowship diploma must be members of the Guild of Church Musicians at the time of registration and during the full period of study.

9.2 Candidates should normally hold the award of ACertCM.

9.3.1 Candidates who do not hold the ACertCM must present evidence that they have successfully completed appropriate study related to the Church and music, or study and experience of equivalent scope and/or standard.

9.3.2 Candidates who do not hold the ACertCM must submit documentation outlining their recent practical involvement in Christian liturgy and worship, normally in the two years immediately preceding application to study for the Fellowship diploma. This should include:

- (a) a critical account and self-appraisal of the applicant's practical work in Christian liturgy and worship and its planning;
- (b) a critical account of repertory used in (a), with particular emphasis on contemporary compositions;
- (c) evidence of the applicant's contribution to Christian liturgy and worship and the musical life of the Church, including compositions, arrangements, recordings of performances, schemes for paraliturgical events, and programmes of sacred concerts;
- (d) placements, attachments, special studies and/or practical work undertaken by the applicant;
- (e) one or two supporting letters from an appropriate person or persons (e.g. parish priest or minister, head of department, tutor) reporting on the candidate's contribution to Christian liturgy and worship and the musical life of the Church, including practical and creative aspects of the candidate's work, planning and administration.

9.3.3 Exceptionally candidates who already hold academic or practical qualifications (e.g. qualifications awarded by a Theological College or University or from the Royal College of Organists) may be granted exemption from up to a total of 30 credits, which may be drawn from Part One and/or Part Two. Candidates who wish to claim exemption should contact the Fellowship Secretary.

10. Completion of study and award of the Fellowship diploma

In order to pass the diploma a candidate must complete satisfactorily 120 credits of study, achieve a minimum mark of 40% in every individual module and an average mark of 50% in all modules.

Candidates who complete the course will receive an official transcript of modules taken and marks awarded. Successful candidates are invited to receive their diploma at a ceremony in the autumn following completion of their studies; by authority of Council of the Guild they may append the letters 'FGCM' after their name, and wear the approved academic hood.

11. Unsatisfactory attainment in a module

Candidates who achieve a mark below 40% are permitted to take the module again once only or to take another in its place in the following session (e.g. a candidate who submits work for assessment on January 31 and fails to achieve 40%, may repeat the module or take a replacement in the study period beginning in the following September).

Candidates may proceed with other studies in Part One even though a module has not been passed at a satisfactory level, but may not proceed from Part One to Part Two until all the necessary modules for Part One have been passed satisfactorily.

12. Application, enrolment and fees

Prospective candidates should complete a registration form and send it to the Fellowship Secretary with any necessary or appropriate additional materials (see section 9 above). Candidates who meet the criteria to enroll will normally begin their studies in the study period following (beginning in September or February).

The fees include lists of study resources, notes of guidance, and assessment. Fees do not include tuition.

The scale of fees for each part of the diploma is as follows:

UK students £200; overseas £240.

Re-submission of an assignment for each module £50; overseas £60.

A candidate who repeats or replaces a module pays the full fee for the module:

UK students £50 (module of 15 credits), £100 (module of 30 credits)

Overseas students £50 (module of 15 credits), £100 (module of 30 credits).