

# Curriculum Handbook – Practicum Musicae

Academic Year 2022/23

**Royal  
Conservatoire  
The Hague**



**Universiteit  
Leiden**

Academy of Creative  
and Performing Arts



## Inhoudsopgave

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*Due to the COVID-19 circumstances, our education programme and Education and Examination Regulations might differ from how these are described in the regulations and Curriculum Handbooks. In the event of any regulatory changes regarding assessment, a 'Corona addendum' will be published.*



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## Preface

Welcome at Practicum Musicae! In this curriculum handbook you will find loads of information about PM. We are very happy to welcome you via the Academy of Creative and Performing Arts (ACPA) at the Royal Conservatoire (KC) and we hope you will learn a lot, make many musical contacts and have a lot of fun in the coming years.

With this document we hope you will have a smooth introduction to the PM programme. Have fun reading it!

## The Academy of Creative and Performing Arts (ACPA)

PM is a programme developed in 2001 by ACPA, the Academy of Creative and Performing Arts. ACPA focusses on the following things:

- Supervising and facilitating promotions in the Arts
- Providing education:
  - Practicum Musicae (PM): practical applied music education at the Royal Conservatoire (KC)
  - Practicum Artium (PA): practical subjects at the Royal Academy of Art (KABK)
  - Separate theoretical electives

If you are interested in the Academy of Arts check the website:

<https://www.universiteitleiden.nl/en/humanities/academy-of-creative-and-performing-arts>

## Practicum Musicae

### The aim of Practicum Musicae

Practicum Musicae is a programme which offers to broaden and intensify the musical talent of academic students. The final minimum level of the PM-programme is equivalent to the level of the entrance exams of the bachelor programme of the conservatoire.

In the PM2 exam, the student is assessed whether it is feasible to take the PM3 exam the following year.

You can reach a higher level than the final level mentioned above. This depends on your talent, the number of hours you put in your PM study and also on the effectiveness of those hours.

Together with your teacher and your fellow students, you can make more of your PM-time than is strictly necessary to achieve your ECTS (think of ensemble playing, or forming a duo). You can take full advantage of the top-level teacher assigned to you and the inspiring and facilitating environment offered to you at the KC.

Please note: PM is a three-year programme. If you can only follow the programme for one or two years (for example because you are a master student) then you are able to apply, but places are limited and priority is given to candidates who intend to do PM for three years.



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## Curriculum

The PM study consists of a practical and a theoretical part. Ensemble playing/singing is included in the practical part. This is the structure of the curriculum:

### *Practical lessons*

50 minutes of private lessons per week. This lesson has to be arranged with your teacher. It is also the intention that you take steps yourself to get in contact with your teacher and that you do this as soon as possible.

The contact information of your teacher can be found in your schedule in ASIMUT (the schedule and reservation programme of the KC) and in your KonCon-mail.

The entire academic year includes 34 of these practical lessons and 1 exam.

### *Ensemble playing*

We find it important that you learn to play together with others. You will notice that many of your PM-colleagues have already formed ensembles or duos, this is something that we at PM are very proud of. In the Classical and Vocal departments, the musicians receive Coach Pianist lessons, as part of the main subject. The classical pianists receive Duo Class lessons, in which they learn the tricks of accompaniment. Harpists, guitarists and accordionists will receive ensemble-lessons catered to their needs. Students in the Jazz department (including vocalists) receive ensemble lessons.

- Singers and classical instrumentalists are entitled to a lesson of 12.5 minutes from a piano coach/duo-class coach per week.
- Jazz students (including vocalists) will receive ensemble lessons, the duration is based on the number of students in the ensemble (12.5 minutes per student).

You have to make your own arrangements for this lesson as well! Via the KonCon-mail you will receive the contact details of your teacher and piano coach/ensemble teacher. Please take the initiative to make an appointment a.s.a.p.

### *Theory lessons*

There are 36 Basic Music Theory (EMT) lessons of 100 minutes per academic year. In August or September, you will receive a form with which you can register for a class. You may choose the lesson that fits your Leiden timetable best. Always let the PM coordinator or the Planning Department know if you want to change classes. **Following theory is mandatory in the PM programme.** In principle you follow the course Elementary Music Theory (EMT1&2). There is no exemption for theory. If your level is too advanced for the EMT lessons, you may choose an ACPA-elective instead.

It is also possible to take ACPA-electives in addition to your PM programme. These can be found here: <https://www.universiteitleiden.nl/en/humanities/academy-of-creative-and-performing-arts/tuition/electives-minor>

Examples of electives on offer are:

- Introduction in the history of Jazz
- Practical Rhetoric



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- Music-Philosophy-Politics

*PM3 students who have not yet followed a theory class are required to catch up in the last year. If you haven't followed a theory subject, **you cannot get a certificate**. So, make sure to contact the PM-coordinator in advance, if taking theory lessons cannot be combined with your studies in Leiden.*

### Number of credits

We can depict the structure of the ECTS for PM as follows:

|   |                             |
|---|-----------------------------|
| PM 1 (practical lessons) 7 ECTS + theory (EMT) 3 ECTS | = 10 ECTS per academic year |
| PM 2 (practical lessons) 7 ECTS + theory (EMT) 3 ECTS | = 10 ECTS per academic year |
| PM 3 (practical lessons) 10 ECTS                      | = 10 ECTS per academic year |

**Total: 30 ECTS**

See also the [curriculum overviews](#) in the appendix. In the calculation of the ECTS for PM, the following numbers are used as a minimum:

- Min. 1 hour of study per day, 5 days a week. Total:  $1*5*34 = 170$  hours per year.
- Add to this a lesson of 50 minutes per week \* 34 weeks = approximately 28 hours per year.  $170 \text{ hours} + 28 \text{ hours} = 198 \text{ hours per year in total. } 198 \text{ hours} / 28 \text{ hours} = 7 \text{ ECTS. To this we add the ECTS for following the EMT-lessons.}$

Your credits will be copied to Usis at the beginning of the next study year. You don't have to undertake action for that, but we do ask you to verify your results in Usis. If you need your results in Usis at an earlier stage, please contact the PM coordinator.

### Certificate

After successfully completing the PM programme with 30 ECTS you will receive a certificate from the Royal Conservatoire. Normally we award these certificates at the end of the academic year, with a drink. You are invited to bring family and friends for this. If you prefer, you can collect your certificate from the Education Service Centre at the KC, or request for your certificate to be sent. Make sure your address details are correct in Osiris so the certificate will be sent to the correct address.

### Practicum Musicae and the KC Bachelor programme

In some cases, it is possible to continue to the KC bachelor programme after successfully completing a PM programme. This is not the aim of the course though.



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### Practicum Musicae and Erasmus/Internships

It is no problem to combine an exchange, or internship with PM, but we do expect you to maintain your playing level. In these cases your PM-study will be paused for half a year. After your Erasmus exchange or internship, you will continue with PM and take your exam at the usual time.

It is very important to **communicate clearly in advance** to your **main subject teacher** and to the **PM coordinator** that you will take six months off.

If you want to interrupt your PM study for a whole year, that is also possible. We will then stop your PM for a year. In that case, you will have to take a small entrance test with your old teacher, to see if you have maintained your level and then continue where you left off.

### Concerts and Drinks

PM organises two big concerts and several drinks for her students on an annual basis. We do this so that you will have the opportunity to build an extensive network and gain a lot of experience and also to get feedback on how we can make the programme even better.

You can find the dates, information, and the registration form for these concerts in the PM Teams-environment. (See also: [Concerts and services in the Lokhorstkerk in Leiden.](#))

### Finishing your studies early at Leiden University?

If at the end of your PM2 year, you complete your Bachelor or Master studies in Leiden, you can choose to complete your PM3 year through contract education. You then pay an amount of money to the University and in exchange you can continue with PM. For the academic year 22/23 this amounts to €138,- per ECTS. So this is €1380,- for a year of PM3. The fees for 23/24 are not known yet, but will probably be a little higher.

It is also possible to postpone the completion of your thesis and therefore continue with your PM lessons. In some cases, it is possible to advance your final PM exam. You can decide for yourself what is the best option for you. Please contact the PM coordinator for all the options.

If you graduate at Leiden University after PM1, unfortunately it is not possible to continue your PM studies via contract education via University Leiden; you will then have to quit the PM programme. However, there is a possibility to continue your individual lessons with your teacher, by way of contract education via the Royal Conservatoire. You will not receive a PM certificate in that case. Contract education via the Royal Conservatoire is also an option for PM students who have successfully completed the PM programme. For those students, the internal rate applies for one year after receiving their certificate. For terms and conditions go to:

<https://www.koncon.nl/en/programmes/other/contractonderwijs/various-contractededucation>

### The Royal Conservatoire: Who and What

All departments at the KC are led by a head of department and a coordinator, who are responsible for allocating teachers and supporting students in their study process. It is important for you to know who your department head/coordinator is. Don't hesitate to approach them with your questions!



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These are the heads of the departments / coordinators:

- Coordinator Classical: Else van Ommen ([e.vanommen@koncon.nl](mailto:e.vanommen@koncon.nl))
- Head of Vocal Studies: Monica Damen ([m.damen@koncon.nl](mailto:m.damen@koncon.nl))
- Coordinator Jazz (incl. Jazz vocal): Milda Maciulaityte ([m.maciulaityte@koncon.nl](mailto:m.maciulaityte@koncon.nl))
- Head of Early Music: Teunis van der Zwart ([t.vanderzwart@koncon.nl](mailto:t.vanderzwart@koncon.nl))
- Head of Music Theory: Suzanne Konings ([s.konings@koncon.nl](mailto:s.konings@koncon.nl))
- Head of Composition: Martijn Padding ([m.padding@koncon.nl](mailto:m.padding@koncon.nl))
- Head of Sonology: Kees Tazelaar ([k.tazelaar@koncon.nl](mailto:k.tazelaar@koncon.nl))
- Coordinator Practicum Musicae: Caroline Cartens ([PM@koncon.nl](mailto:PM@koncon.nl))

#### *KC student administration*

For all questions concerning administrative matters you can contact the Education Service Centre. You can also e-mail: [s.administration@koncon.nl](mailto:s.administration@koncon.nl)

#### *KC schedule*

For questions about your schedule you can contact the Planning department on [planning@koncon.nl](mailto:planning@koncon.nl)

#### *KC projects*

If you want to participate in (orchestral/big-band) projects within the conservatoire, don't hesitate to contact the project coordinators, drop by the relevant department office, or contact them via email or teams:

- Classical department: Else van Ommen ([e.vanommen@koncon.nl](mailto:e.vanommen@koncon.nl))
- Jazz department: Milda Maciulaityte ([m.maciulaityte@koncon.nl](mailto:m.maciulaityte@koncon.nl))
- Early Music department: Brigitte Rebel ([b.rebel@koncon.nl](mailto:b.rebel@koncon.nl))
- Composition Department: Erika Bordon ([e.bordon@koncon.nl](mailto:e.bordon@koncon.nl))

Please note that KC main subject students have priority.

#### *KC student card*

You can collect your student card at the student administration. With your student card you can use these facilities of the KC:

- Study rooms
- Library
- Access to KC concerts & sprint tickets

#### *ASIMUT & login details*

- The KC uses the Asimut room booking system. Here you can not only find your schedule, but you can also book study rooms. Log in with your KonCon account via intranet: [www.start.hdk.nl](http://www.start.hdk.nl)
- PM students receive a study quota of 1.5 hours per 48 hours. So you can reserve a space every 48 hours. It is possible to schedule a second one directly after your first practice session within these 48 hours. Tip: put the link: [www.koncon.asimut.net](http://www.koncon.asimut.net)



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in the bookmarks of your phone. Via "studydepartment" you can see if there is a space available (the white boxes) at any time of the day and book it quickly. There is often something free.

- Everyone gets a **KonCon account**. With your KC login you can access the intranet and read your KonCon mail. Open this mail regularly, or have your mail forwarded, **all official information of the Conservatoire will only be sent to this address!**
- Via the KonCon-email you will receive the contact details of your teacher and piano coach (coach pianist). Take the initiative to make an appointment!
- If something is wrong with your login details send an email to: [ict@hdk.denhaag.nl](mailto:ict@hdk.denhaag.nl)
- Have you moved house? Remember to **change your address** in Osiris.

### Examinations and final exams

Transition exams and final exams usually take place in the month of May (sometimes June). Take this into account in your annual planning, as it is possible that you will have your exam in the first week of May. If your PM transition exam clashes with a compulsory exam at Leiden University then you may ask the Planning department at the KC for a new transition exam date. If you have a very good reason to be unavailable, then the Planning department can offer you a second possibility. Sickness is a good reason, other *force majeure* is also a good reason. A tour with your student orchestra is not a good reason. A tour with your student orchestra a week before your exam, is not a good reason either. Board work for your student association: not a good reason. Your ensemble is not available for practice in the week before your exam? Not a good reason.

This all sounds awfully strict, but when you consider that 800 students each have to do an individual transition exam in 1.5 months' time, you might understand the strictness a little better.

We often get e-mails from PM students who do not feel ready for their exam. Consider that you have practiced a whole year for this and that you have really progressed. Your musical ability doesn't deteriorate if you haven't been able to practice for a week. It is rare for a PM student to have to stop their PM programme based on a transition exam.

- The transition exams PM1->PM2 and PM2->PM3 last 15 minutes. After this the jury will discuss your playing and you will be given feedback. Pianists and other accompaniment instruments will get an extra 5 minutes, because their duo qualities will also be assessed.
- During your transition PM2->PM3 the committee will judge whether your playing will be on entrance-exam level the next year.
- The final exam PM3 is public and lasts 25 minutes (30 minutes for pianists and accompaniment instruments). After this there will also be a discussion and you will get a grade.





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## Concerts and services in the Lokhorstkerk

Practicum Musicae and the Lokhorstkerk in Leiden have been collaborating for ten years. PM students contribute to a number of services and every last Thursday of the month we give a concert in the church. These concerts are free of charge!

Registration for **all** PM concerts is done via the PM Team. The concerts are paid, you will receive €125 gross per concert. Make sure you sign up in time. Per concert, one student will be picked from all entries.



## Contact

You can find your fellow PM students in the PM-Team within MS Teams. In the PM-Team you will find relevant documents, you can use the Team to introduce yourself, contact other PM students, and ask questions. There is a document for you to use to leave your contact details, if students would like to contact each other outside of Teams. If you no longer want your details to appear, you can remove your details from the document.

Do sign up for the Practicum Musicae Facebook group, as interesting things will be posted here regularly: <https://www.facebook.com/groups/175133183256502/>

Do you have further questions about Practicum Musicae, the Royal Conservatoire or ACPA? Please contact the PM coordinator Caroline Cartens on [PM@koncon.nl](mailto:PM@koncon.nl)

## Epilogue

We wish you a tremendously interesting period and musical year at the KC and PM!  
We hope you will develop a great network!

Kind regards,  
The ACPA & PM-team

## Appendix: Curriculum overviews

| code       | Practicum Musicae Classical Music (Instrumental) 2022-2023                  | Year 1 | Year 2 | Year 3    |
|------------|---|--------|--------|-----------|
| <b>KC-</b> |   |        |        |           |
| KI-PMxx    | Practicum Musicae Classical Music (Main Subject including Ensemble Lessons) | 7      | 7      | 10        |
| TH-PMET    | Elementary Music Theory (or ACPA course, if applicable)                     | 3      | 3      |           |
|            | <b>Total per year</b>   | 10     | 10     | 10        |
|            | <b>Total</b>  |        |        | <b>30</b> |

*This overview is subject to change as the Royal Conservatoire monitors its curricula on an annual basis.*  
xx= Cello (-VC), Fagot (-FG), Fluit (-FL), Gitaar (-GT), Hobo (-OB), Klarinet (-CL), Piano (-PN), Viool (-VL)

| code       | Practicum Musicae Jazz 2022-2023                                 | Year 1 | Year 2 | Year 3    |
|------------|--|--------|--------|-----------|
| <b>KC-</b> |  |        |        |           |
| JA-PMxx+   | Practicum Musicae Jazz (Main Subject including Ensemble Lessons) | 7      | 7      | 10        |
| TH-PMET+   | Elementary Music Theory (or ACPA course, if applicable)          | 3      | 3      |           |
|            | <b>Total per year</b>  | 10     | 10     | 10        |
|            | <b>Total</b>   |        |        | <b>30</b> |

*This overview is subject to change as the Royal Conservatoire monitors its curricula on an annual basis.*  
xx= Jazz zang (-ZG), Jazz piano (-PN), Jazz Sax (-SX), Jazz Drums (-DR)

| code       | Practicum Musicae Early Music 2022-2023                                 | Year 1 | Year 2 | Year 3    |
|------------|---|--------|--------|-----------|
| <b>KC-</b> |   |        |        |           |
| EM-PMxx    | Practicum Musicae Early Music (Main Subject including Ensemble Lessons) | 7      | 7      | 10        |
| TH-PMET    | Elementary Music Theory (or ACPA course, if applicable)                 | 3      | 3      |           |
|            | <b>Total per year</b>   | 10     | 10     | 10        |
|            | <b>Total</b>  |        |        | <b>30</b> |

*This overview is subject to change as the Royal Conservatoire monitors its curricula on an annual basis.*  
xx= Barokviool (-BV), Clavecimbel (-HC), Viola da Gamba (-VG)

| code       | Practicum Musicae Vocal Studies Classical/Early Music 2022-2023   | Year 1 | Year 2 | Year 3    |
|------------|---|--------|--------|-----------|
| <b>KC-</b> |   |        |        |           |
| AZ-PMxx    | Practicum Musicae Vocal (Main Subject including Ensemble Lessons) | 7      | 7      | 10        |
| TH-PMET    | Elementary Music Theory (or ACPA course, if applicable)           | 3      | 3      |           |
|            | <b>Total per year</b>   | 10     | 10     | 10        |
|            | <b>Total</b>  |        |        | <b>30</b> |

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| code       | <b>Practicum Musicae Composition/Sonology 2022-2023</b>        | <b>Year 1</b> | <b>Year 2</b> | <b>Year 3</b> |
|------------|--|---------------|---------------|---------------|
| <b>KC-</b> |  |               |               |               |
| KI-PMxx    | Practicum Musicae Composition/Sonology (Main Subject)          | 7             | 7             | 10            |
| TH-PMET    | Elementary Music Theory <i>(or ACPA course, if applicable)</i> | 3             | 3             |               |
|            | <b>Total per year</b>  | 10            | 10            | 10            |
|            | <b>Total</b>   |               |               | <b>30</b>     |

*This overview is subject to change as the Royal Conservatoire monitors its curricula on an annual basis.*