



SCT 2016 - Key Guidelines for Applicants / Teachers

- SCT Office will post / email candidate Door List schedule to applicant / teacher at least 2 weeks prior to examination date.
- Candidates are requested to be present at Exam Centre at least 15 minutes prior to scheduled exam time. It is recommended that children are under the supervision of Parent / Guardian or Teacher at Exam Centre.
- Candidates are responsible for tuning and provision of own instrument.
- Applicants / Teachers must inform SCT Office of any candidate name/grade corrections or changes to Door List candidate order by email (sct@comhaltas.ie) 7 days prior to examination date. Please note that Examiners are not permitted to make any changes on day of examination.
- In cases where a candidate is unable to attend on allotted examination day, the applicant only must inform the SCT Office by email (sct@comhaltas.ie) 7 days prior to examination date, in order to be eligible for rescheduling within a limited number of examination Pick-Up dates. The 7-day requirement will be waived in cases of sudden illness, where a medical certificate is forthcoming, and where the SCT Office has been informed of candidate absence by email (sct@comhaltas.ie) at least 3 hours prior to scheduled examination time.
- The SCT Office will schedule a limited number of examination Pick-Up dates in a select number of locations during the latter part of the examination session. The Pick-Up dates and locations will be made available during the examination session, and while the SCT Office will endeavour to facilitate candidates who have fulfilled the requirements for rescheduling, it cannot be guaranteed that all requests can be accommodated.
- Queries relating to Syllabus 2016 content should be emailed to Oisín Mac Diarmada - SCT Director (director.sctexams@gmail.com) or sent via Facebook message at www.facebook.com/sctirishmusicexaminations