



# தமிழ் இசைக் கலாமன்றம் ஒன்ராறியோ Thamil Isai Kalaa Manram of Ontario

## Guide for Online Application System – 2024 Exam

### **A- Students who have previously applied online for the TIKM Exam:**

Please login to your TIKM account and apply through “Register for Exam.” Make sure to check out and pay applicable fees using a credit card.

Please refer to “**Reviewing Exam Schedule, Timetable and Exam Location**” and “**Reviewing Exam Results**” below, for post-application instructions.

### **B- Students who have never applied online for the TIKM exams (includes former students and new students):**

Please follow points 1 to 12 of “Steps for Creating Account and Applying for the Exam.”

After successful application, please refer to “Reviewing Exam Schedule, Timetable and Exam Location” and “Reviewing Exam Results” below, for post-application instructions.

#### **Steps for Creating Account and Applying for the Exam:**

*A parent will register as the accountholder and add each of their eligible children as students. Accountholder will apply for each child/student’s respective exams (one or more). At the end of entering the application for one or more child/student, application fees will be paid online using a credit card.*

1. Go to [www.thamilisai.org](http://www.thamilisai.org)
2. Parent will register by creating an account by using an email address as a username and creating a password.
3. To confirm the email address, the system will generate and send an email containing a TIKM link to the accountholder (parent).
4. By clicking this link, the accountholder can access the TIKM website. Login with the respective username and password that was created in step 2.
5. Steps 2, 3, and 4 will enable the parent to create an account as the accountholder.
6. Add an eligible child as student and apply for the exam.

7. If a child/student is taking the exam for the first time (most likely for Grade 1) with TIKM, please follow the instructions and apply for the exam.

**Retrieve Previous Exam History:**

8. **If the child/student took exams in any previous year (2019 or before) with TIKM, please provide the student's old Index number and first name in the appropriate boxes and enter to retrieve the previous examination history. *(Please be accurate in entering the index number and the first name to retrieve the correct information of your child/student)* – Subsequent to this follow the instructions and apply for the exams by clicking “Register for Exam”.**
9. To apply for more than one child/student please repeat the steps 6 and 7.
10. Once you have completed the above, please click on checkout button to pay the total amount due to the TIKM for all applications. Payment must be made by using a credit card.
11. If a parent has any previous credit amount with TIKM, this credit will be applied against the amount payable.
12. Please note that any adult student can self-manage their account by creating with their own email address and password and apply for exam as student.

**Reviewing Exam Schedule, Timetable and Exam Location:**

1. Once the timetable is set, TIKM will email the accountholder to advice that the exam schedule and timetable is ready for review.
2. The accountholder can login and review each student's timetable. This will include exam date, time, and location. Please print a copy of the timetable and bring it with you to the exam center.
3. Practical record sheets will be on the TIKM website; please make sure to print a copy of the practical record sheet for each subject you apply. The student will bring a completed practical record sheet to the exam hall.

**Reviewing Exam Results:**

1. TIKM will update the system with examination marks and final results.
2. Once the results are finalized, TIKM will email accountholders to advice that the results are ready for review.
3. Accountholders will login to the system and review the results for each child/student and keep a copy for their records.
4. Results in the TIKM system is a permanent record and accountholder can review the results anytime.

## 2024 Exam Application

### General Guidelines/information

1. Parents can register and apply for the exam starting from **Monday June 16, 2024**.
2. Closing date for accepting application is **Sunday, July 14, 2024**. But TIKM will accept applications until **Monday, July 21, 2024** with a late fee of **\$25.00**.
3. Examinations will start in September 2024.

#### 4. Exam fees:

Gr.1	Gr.2	Gr.3	Gr.4	Gr.5	Gr.6	Gr.7
\$ 75.00	\$ 95.00	\$ 110.00	\$ 140.00	\$ 170.00	\$ 210.00	\$ 410.00

5. All students who are applying for grade 2 and above, should have completed the previous grade of the same subject in an examination conducted by **Thamil Isai Kalaa Manram** or **North Ceylon Music Society**. **Students who have completed the previous examinations from other organizations in Canada, and are willing to apply for the Thamil Isai Kalaa Manram examinations, should get the prior approval of the Manram by submitting the relevant certificates.**
6. Students are allowed to apply for grades one and two or two & three together. If you would like to apply for grade one and two or two and three exams, please contact the manram as the system does not allow you submit the application online.
7. Students applying for grade 4 and above are not allowed to take more than one grade per subject.
8. Any student who wish to withdraw from the examination must do so before **Saturday, August 3, 2024** to receive the full refund. Please note that any withdrawals after this date will not be refunded. **If a student is not able to sit for the exam for any medical reason, must submit a medical certificate from a medical professional to receive a credit for a reduced amount (after administration charges).**

Withdrawal of examination - Administration charges						
Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7
\$15.00	\$25.00	\$30.00	\$40.00	\$50.00	\$75.00	\$150.00

9. A student who previously completed a vocal or instruments exam in a grade and would like to apply for a different subject (either vocal or instruments) in the same grade, need not sit for the theory exam for that grade. The Students will get an Ordinary Pass if the student obtains 45 marks or above in the practical Examination. If a student who wish to get higher results such as a Distinction, First Division or Second division, should apply for both practical and theory examinations
  
10. Any student who obtained referred results in **Grade 6 and 7** is permitted to sit only for the theory examination within the next three years. The Students will get an Ordinary Pass in the particular grade by obtaining 45 marks or above. **Please note that this option is only for Grade 6 and 7.**

**Contact information:**

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