

Study Regulations Bachelor's Degree Programme in Fine Arts

of 1 September 2022

Based on the regulatory framework regarding the degree programmes at the University of Applied Sciences and Arts Northwestern Switzerland (FHNW) of 2 February 2015 (as of 21 June 2021) and the regulatory framework regarding the limitation of study places in the Bachelor's and Master's degree programmes at the FHNW University of 24 August 2020, along with the Study and Examination Regulations regarding the Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design of 1 September 2022 (StuER), the director of the Academy of Art and Design issues at the request of the head of the degree programme the following study regulations for the Bachelor's degree programme in Fine Arts.

Part 1: General Remarks

Section 1

Scope

The following Study Regulations, in complement to the Study and Examination Regulations concerning Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design of 1 September 2022 (StuER), govern the legal conditions concerning admission, aptitude assessment, enrolment, studies (structure, process, duration, academic performance), performance assessment, and the acquisition of the degree "Bachelor of Arts FHNW in Fine Arts" at the FHNW Academy of Art and Design. The module guide in the appendix is an integral part of these Study Regulations.

Part 2: Studying

Sect. 2

Admission requirements

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| <i>Admission requirements</i> | 1 | The requirements regarding admission to the Bachelor's degree programme Fine Arts are defined in section 3, para. 12 of the Study and Examination Regulations concerning the Bachelor's and Master's degree programmes at the FHNW Academy of Art and Design (StuER). |
| <i>Registration</i> | 2 | To register for the Bachelor's degree programme Fine Arts, the candidate is asked to submit documents in accordance with the specifications listed in the registration portal, i.e. in particular: <ul style="list-style-type: none"> • CV in tabular format • Proof of compliance with admission requirements • Portfolio (documentation of artistic work to date) • Motivation letter |
| <i>Proof of language competence</i> | 3 | Applicants whose first language is not German are required to submit proof of their language proficiency in German at level B2 (or equivalent) according to the standard European reference framework. |
| <i>Admission on basis of special talent</i> | 4 | For admission on the basis of exceptional artistic talent, candidates are asked to submit the following documents upon registration, according to sect. 3, para. 18 of the StuER: <ul style="list-style-type: none"> • CV in tabular format • Portfolio (documentation of artistic work to date) • Reasoned request • Motivation letter <p>The decision concerning admission to the aptitude assessment is taken by the head of the degree programme.</p> |

Sect. 3

Aptitude assessment

*Aptitude assessment:
prerequisites*

- 1 In the context of the aptitude assessment, it is ascertained whether the candidate is suited for the respective degree programme.
- 2 Participation requires the following conditions:
 - a. Compliance with the admission requirements pursuant to sect. 2 of these Study Regulations;
 - b. Submission of complete registration form pursuant to sect. 2, para. 2;
 - c. In the case of exceptions pursuant to sect. 2, para. 4, a positive appraisal of the proof of exceptional artistic talent by the head of the degree programme.

Admission decision

- 3 If the admission requirements pursuant to para. 2 are not fulfilled, a negative admission decision according to sect. 12, paras. 1 and 2 of the StuER shall be issued in the form of a ruling, including the appropriate information on legal remedy.

Admissions commission

- 4 With regard to the planning, implementation, and appraisal of the admission and enrolment procedures, the head of the degree programme shall appoint an admissions commission.

*Procedure of aptitude
assessment and criteria
regarding the appraisal
of various elements of
the assessment*

- 5 The aptitude assessment is carried out in two steps:
 1. Appraisal of the submitted portfolio and motivation letter;
 2. Suitability interview with a focus on the submitted portfolio and motivation letter.

*Part 1 of the aptitude
assessment*

- 6 Each part of the aptitude assessment is rated either as “pass” or “failed” according to the following criteria on the 2-point scale:

Assessment criteria

Development status of artistic work:

- Creativity, independence, reflectivity regarding choice of media, development potential.
- Artistic-manual skills:
 - Selection and use of creative and technical means
 - Awareness of their artistic impact.
- Cultural awareness and knowledge
 - Training in the field of art and design, awareness of current issues, adeptness of expression in language, accuracy in argumentation, discourse competence.
- General knowledge:
 - Scope of cultural education. Awareness of cultural and social contexts and issues.

For the rating “pass”, a candidate needs to reach a sufficient number of points.

*Negative admission
decision*

- 7 Candidates who finish the first part of the aptitude assessment with a “failed” receive a negative admission decision in the form of a ruling, including the appropriate information on legal remedy. Candidates who attain a rating “pass” receive an invitation to the second part of the aptitude assessment.

*Part 2 of the aptitude
assessment*

- 8 The second part of the aptitude assessment involves an interview on the following topics:
Topics, part 2
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- Presentation of portfolio
- Suitability interview
- Motivation
- Appraisal of artistic/technical skills
- Questionnaire
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- The topics of part 2 are assessed according to the criteria pursuant to para. 6 on the 2-point scale.
- Negative admission decision* 9 The topics of part 2 are appraised with the aid of a point system and weighted equally in the overall evaluation. To attain the rating “pass”, candidates require a sufficient number of points. Candidates who fail to attain the afforded number of points are handed a negative admission decision in the form of a ruling, including the appropriate information on legal remedy.
- Retaking the aptitude assessment* 10 The aptitude assessment can be repeated twice.

Sect. 4

Enrolment procedure

- Ranked order of admission* 1 In the enrolment procedure, the available study places are assigned to the candidates that fulfil the admission requirements and have passed their aptitude assessment according to a ranking system and their overall achievement in the assessment. Candidates that were not awarded a study place on the basis of their ranking in the assessment, receive a confirmation that they figure on the ranked waiting list. Candidates who definitely cannot be assigned a study place are handed a negative admission decision in the form of a ruling, including the appropriate information on legal remedy, at least two weeks prior to the start of the semester.
- Ranked waiting list* 2 With the start of each new academic year, the current ranked waiting list is cancelled definitely.
- Eligibility of ECTS credits* 3 Students who wish to transfer to the Bachelor’s degree programme in Fine Arts from another degree course at the FHNW Academy or from a different university must fulfil the admission requirements according to sect. 2 and have to undergo an intake interview and an aptitude assessment on the basis of a portfolio that shows their artistic work to date. Whether the student is accepted and how the already completed achievements are to be credited (number of ECTS credits) is decided on by the head of the degree programme.

Sect. 5

Study design

- Structure* 1 The degree programme is modular in structure and involves a total of 180 ECTS credits.
- Modules* 2 A module is a conceptional, time-bounded teaching and learning unit focusing on a thematic or subject-determined topic and defined by specifically outlined competencies as described in the respective module description.
- Module groups* 3 Modules can be combined to form module groups. Module groups have a common focus. From each module group, students must attain a minimum number of ECTS credits as specifically required in the respective degree programme. Details are specified in the module guide.
- Module descriptions* 4 Pursuant to sect. 4, para. 6 of the StuER, the module descriptions are published before the start of a new semester in the course prospectus of the FHNW Academy.
- Course structure* 5 The degree programme is divided into a Basic Study Course (semesters 1 and 2) and a Main Study Course (semesters 3 to 6). The Basic Study Course comprises the first two semesters and is concluded with a “Basic Thesis”. Prerequisite for admission to the Main Study Course is the successful completion of all modules in the first two semesters in compliance with the module guide. The Main Study Course comprises the semesters three to six and is concluded with a “Bachelor’s Thesis”.
- 6 The lecture-free period as defined by the FHNW Academy’s academic calendar can, to a limited extent, be used to conduct modules, workshops, study trips, project inputs as well as catch-up work.

Sect. 6

Course of Studies

- Course of studies* 1 The course of studies including the scheduled time sequence of the modules to be completed, the respective type of modules, the associated module groups

as well as the number of required ECTS credits can be drawn from the module guide in the appendix of the study regulations.

- Studying part-time* 2 The degree programme is a full-time study. Studying part-time is only permitted in consultation with and with the approval of the head of the degree programme.
- Types of modules* 3 The Bachelor's degree programme in Fine Arts recognizes three types of modules:
- a. Compulsory modules that must be completed;
 - b. Compulsory modules of choice, to be selected in a certain number from a group of modules;
 - c. Elective modules as listed in the module guide or offered by other HGK FHNW degree programmes or by other universities.
- Interruption of studies* 4 An interruption of studies (time out) shall, pursuant to sect. 6, para. 5 of the StuER, be regulated as follows:
- a. The respective application must be submitted for approval to the BA Student Administration in writing or by email at least two months before the start of the semester;
 - b. As a result of the time out, the duration of studies is extended by at least one year;
 - c. An interruption of studies may not exceed the duration of 4 semesters. The time out is not factored in when determining the overall duration of studies.
- Intellectual property* 5 Regarding intellectual property rights, the provisions in sect. 7, paras. 21 and 22 of the StuER apply. Any alternative arrangement and supplementary details must be agreed upon in writing and in consultation with the head of the degree programme.
- Equipment* 6 From the start of their studies, students have to be in possession of a computer (laptop) that is capable of processing the programmes commonly used at the FHNW Academy.

Sect. 7 Academic performances

- Performance assessments* 1 Type, form and rating of performance assessments as well as the mode by which modules are assessed are set out in the module guide. The module descriptions therein are listed in the FHNW Academy's course catalogue.
- Attendance and reporting duty* 2 Regarding the duty of attendance and the duty of reporting, the provisions of sect. 10, paras. 2 to 5 of the StuER apply.
- Retake and revision* 3 Failed modules can be repeated at the earliest in the following year. Any revision must be made in accordance with sect. 7, para. 10 of the StuER and in consultation with the persons responsible for the module.

Sect. 8 Graduation

- Prerequisites* 1 Students are eligible for the Bachelor's thesis if they have successfully completed all prescribed modules according to the module guide and have attained the respective ECTS credits.
- Registration for Bachelor's thesis* 2 The registration for the Bachelor's thesis (registration form) is to be submitted to the BA Degree Programme Administration in time and with all the required documents.
- Examination panel* 3 The head of the degree programme is responsible for defining the content and correct organizational procedure of the Bachelor's thesis and nominates the internal and external members of the examination panel.
- The examination panel nominated to assess the Bachelor's thesis is made up of external experts; it appraises both modules of the Bachelor's thesis.
- Bachelor's thesis* 4 The Bachelor's thesis comprises the two following modules:
1. Text of the Bachelor's thesis;
 2. Presentation of the artistic practice.

<i>Guideline Bachelor's thesis</i>	5	The assignment, the works to be submitted, the volume, the deadlines, the supervision (mentoring and expert guidance), the exam setting, the finalization of the Bachelor's thesis (presentation format), the evaluation criteria and their ranking, the assessment system (2-point and 6-point scale), and the final provisions are set out in a separate document "Guideline Bachelor's Thesis". The guideline is handed out to the students before the start of the 6th semester.
<i>Exam documentation</i>	6	The assessment of the work pertaining to the Bachelor's thesis is recorded in an examination protocol.
<i>Retake and amendments</i>	7	If a student fails to pass one of the modules of the Bachelor's thesis, he/she can repeat it in the following year at the earliest. Amendments are to be made in accordance with sect. 7 para. 10 of the StuER in consultation with the examination panel and the head of the degree programme.
<i>Graduation</i>	8	The following conditions apply to a successful completion of the Bachelor's degree programme in Fine Arts: <ul style="list-style-type: none"> a. Successful completion of all prescribed modules as listed in the module guide; b. Attainment of 180 ECTS credits, thereof at least 60 ECTS credits as well as the Bachelor's thesis within the Bachelor's degree programme in Fine Arts at the HGK FHNW.

Part 3: Final and transitional provisions

Sect. 9 Entry into Force

These Study Regulations enter into force as of 19 September 2022. They replace the Study Regulations for the Bachelor's degree programme in Fine Arts of 1 September 2021.

Basel, 15 September 2022
Upon request of:

Prof Chus Martinez
Head of Bachelor's degree programme in Fine Arts
Head of the Institute Art Gender Nature (IAGN)

Basel, 16 September 2022
Issued by:

Prof Dr Claudia Perren
Director FHNW Academy of Art and Design

Please note:

The document is the English translation of the original German Study Regulations concerning the Bachelor's degree programme in Fine Arts at the FHNW Academy of Art and Design. Only the original German version published on the website of the HGK and bearing the signatures of the head of the degree programme and the director of the FHNW Academy of Art and Design is valid in law (in force as of 19 September 2022). According to Section 13 of the HGK Study and Exam Regulations, the common language of the Complaints Commission is German; accordingly, complaints submitted in advance must be written in German; any subsequent hearing before the Commission is also held in German.