

Study Regulations Master'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 FHNW Academy of Art and Design issues at the request of the head of the degree programme the following study regulations for the Master'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 "Master 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 Master's degree programme in Fine Arts are defined in section 3, para. 20 of the Study and Examination Regulations concerning the degree programmes at the FHNW Academy of Art and Design (StuER). |
| <i>Registration</i> | 2 | To register for the Master's degree programme in Fine Arts, candidates are 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 with a foreign language background are required to submit proof of their language proficiency in English at level B2 (or equivalent) according to the standard European reference framework at the beginning of their studies. Students may be compelled by the head of the degree programme to attend a language course if their knowledge is deemed insufficient for the purpose of studying. |

Sect. 3

Aptitude assessment

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| <i>Aptitude assessment: prerequisites</i> | 1 | In the context of the aptitude assessment, it is ascertained whether a candidate has sufficient artistic potential to qualify for the Master's degree programme. |
| | 2 | Participation requires the following conditions: <ol style="list-style-type: none"> 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. |

<i>Admission decision</i>	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.
<i>Admissions commission</i>	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.
<i>Procedure of aptitude assessment</i>	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.
<i>Evaluation criteria</i>	6	The two parts of the assessment are evaluated on the basis of the following criteria on a 2-point scale as either “pass” or “failed”:

Assessment criteria

- Portfolio:
 - Independence
 - Expressiveness
 - Reflectivity of choice of media,
- Motivation letter:
 - Development potential
 - Degree of reflectivity
- Interview:
 - Development potential
 - Degree of reflectiveness

<i>Part 1 of aptitude assessment</i>	7	To attain a “pass”, a candidate has to attain a sufficient number of points. Candidates who finish part 1 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 part 2 of the assessment.
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<i>Part 2 of aptitude assessment</i>	8	Part 2 of the assessment comprises a suitability interview with the following topics in mind: Topics part 2
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- Practice awareness
- Discursive ability

The topics of part 2 are evaluated on the basis of the criteria pursuant to para. 6 and rated on the 6-point scale.

<i>Negative admission decision</i>	9	To attain the rating “pass”, candidates require a sufficient number of points on the 6-point scale. 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
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<i>Retake of assessment</i>	10	The aptitude assessment can be repeated twice.
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Sect. 4 Enrolment procedure

<i>Ranked order of admission</i>	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. 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, two weeks prior to the start of the semester, at the latest.
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<i>Ranked waiting list</i>	2	With the start of each new academic year, the current ranked waiting list is cancelled definitely.
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Eligibility of ECTS credits

- 3 Students who wish to transfer to the Master's degree programme in Fine Arts at HGK FHNW from other universities must fulfil the admission requirements according to sect. 2 and must take an admission interview along with an assessment on the basis of a portfolio that reflects their artistic work to date. The head of the programme reviews their suitability and decides on how the already completed achievements are to be rated and how many ECTS credits are to be credited.

Sect. 5

Study design

Structure

- 1 The degree programme is modular in structure and involves a total of 120 ECTS credits.

Modules

- 2 A module is a conceptual, 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 compulsory ECTS credits as stipulated in the respective degree programme. Details are specified in the module guide in the appendix of the StuER.

Module descriptions

- 4 The opportunities offered in collaboration with MACAP of the Bern Academy of the Arts HKB and the "Master of Fine Arts Platform Switzerland" are an integral part of the study design.

Organization of studies

- 5 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 HGK FHNW.
- 6 Studies build on a structured sequence from semesters 1 to 3 and the completion of the Master's thesis in the 4th semester.
- 7 The lecture-free period as defined by the HGK FHNW's academic calendar can, to a limited extent, be used to conduct modules, workshops, study trips, catch-up work, and the realization of projects.

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 Master'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 shall be regulated as follows, pursuant to sect. 6., para. 5 of the StuER:
 - a. The respective application must be submitted in writing or by email to the MA administrative office of degree programme at least two months before the start of the semester for approval;
 - b. As a result, the duration of studies is extended by at least one year;
 - c. The interruption 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 the 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 consultation and in writing between the student and 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 HGK FHNW.

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 in the following year at the earliest. Any revision must be made in accordance with sect. 7, para. 10 of the StuER and in consultation with the lecturers responsible for the module.

Sect. 8 Graduation

Prerequisites 1 Students are eligible for the Master's thesis if they have successfully completed all the prescribed modules according to the module guide and attained the required number of ECTS credits.

Registration for Master's thesis 2 Registration for the Master's thesis is to be submitted with the form and all the required documents and in time to the degree programme's MA administrative office.

Examination panel 4 The head of the degree programme is responsible for defining the content and correct organizational procedure of the Master's thesis and appoints the internal and external members of the examination panel.

The examination panel for the Master's thesis is made up of external experts; they assess both modules of the Master's thesis.

Master's thesis 5 The Master's thesis comprises the two following modules:
1. Presentation of artistic practice;
2. Interviews with the examination panel.

Guideline Master's thesis 6 The assignment, the works to be submitted, the deadlines, the supervision (mentoring and expert guidance), the exam setting, the finalization of the Master's thesis (presentation format), the evaluation criteria and their weighting, the grading system (6-point and 2-point scales), and the final provisions are set out in the current document "Guideline Master's Thesis". The guideline is handed out to the students before the start of their 4th semester.

Exam documentation 7 The assessment of the works completed in connection with the Master's thesis is recorded in an examination protocol.

Retake and amendments 8 If a module of the MA thesis is rated as "failed", it can be retaken at the earliest in the following year. Amendments are to be made in accordance with sect. 7 para. 10 of the StuER and in consultation with the examination panel and the head of the degree programme.

Graduation 9 The following conditions apply to a successful completion of the Master's degree programme in Fine Arts:
a. Successful completion of all prescribed modules as listed in the module guide;
b. Attainment of at least 120 ECTS credits, thereof at least 30 ECTS credits as well as the Master's thesis within the Master's degree programme in Fine Arts at the HGK FHNW.
c.

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 Master's degree programme in Fine Arts of 1 September 2021.

Basel, 15 September 2022
Upon request of:

Quinn Latimer
Head of the Master's degree programme in Fine Arts

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 Master'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