Dear Applicant

Thank you for your interest in the Master’s degree programme **Digital Communication Environments** at the Basel Academy of Art and Design.

- **Application deadline Master's programme**
  - **15 March 2023**

  To be eligible for participation in the aptitude assessment, please apply on the registration portal as soon as possible – no later than 15 March 2023.

  - [about Degree Programme and Online-Application](#)
  - [FAQ about Online-Application](#)

  There is a registration fee of CHF 200 that must be paid before you complete your application.

- **Application**

  Please take note of the documents you are asked to submit upon registration.  

  - [see FAQ](#)

  After receipt of your application via the registration portal (confirmation of receipt) and after successful review of the submitted documents (admission requirements/completeness), you will receive from the Academy’s Student Administration Office by email a confirmation that you have been accepted to the aptitude assessment.

  Note: Please bear in mind that you will receive a maximum of two reminder emails if your registration is not complete. Without a feedback from you and a completed application form after the second reminder, we will assume that you do not wish to pursue your application any further.

- **Aptitude assessment**

  The aptitude assessment is carried out in two steps.

  - Part 1: Submission of application documents including portfolio, motivation letter, and text sample.
  - Part 2: Interview with presentation of portfolio

- **Communication**

  Communication during the aptitude assessment up to the admission decision is handled by the Master’s degree programme **Digital Communication Environments** under the email address

  [admission.MA-digitalcom.hgk@fhnw.ch](mailto:admission.MA-digitalcom.hgk@fhnw.ch)

- **Part 1 of aptitude assessment latest by**
  - **15 March 2023 (24.00 hrs)**

  For part 1 of the aptitude assessment you must upload the following documents to the registration portal:
<table>
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<tr>
<th><strong>Upload with your application</strong></th>
<th>Your complete application documents including:</th>
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<tbody>
<tr>
<td></td>
<td>– CV in tabular format</td>
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<td>– Proof of compliance with admission requirements</td>
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<td>A Bachelor’s degree in Design (Visual Communication) or in a related degree course OR a different but equivalent degree in Design (equivalent to BA level according to “Dublin Descriptors”).</td>
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<td>– Portfolio</td>
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<td>The portfolio is submitted as a PDF and should contain documentation of previous artistic / design work on 20 to 40 pages at most.</td>
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<td>– Motivation letter</td>
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<td>The motivation letter is sent digitally as a PDF and should comprise 1 to 2 pages.</td>
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<td>– Text sample</td>
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<td>The text sample submitted digitally as a PDF (e.g. BA thesis, research paper, written course work)</td>
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| **Announcement of the results of part 1 from 29 March 2023** | The decision concerning part 1 of the aptitude assessment is communicated by email. |

| **Part 2 of aptitude assessment from 11 to 21 April 2023** | The interviews will be conducted between 11 and 21 April 2023. There you will have the opportunity to present works from the portfolio you submitted. Other topics will include: motivation, previous education/ experience, goals of study, and career expectations. Duration 30 minutes |

| **Admission decision** |

| **Announcement of the results of part 2 27 April 2023** | The decision concerning part 2 of the aptitude assessment (and thus the admission decision) is communicated by email. |

| **Registration deadline for degree programme 10 May 2023** | The definite and binding registration (registration form HGK) for a study place must be submitted by 10 May 2023. |

| **Ranked waiting list** | In the admission 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 who were not awarded a study place on the basis of their ranking in the assessment will receive a confirmation that they figure on the ranked waiting list. |

| **Decision concerning the ranked waiting list 11 May 2023** | As of 11 May 2023, study spaces will be awarded to individuals on the ranked waiting list according to their ranking. |

| **Enrolment** | From mid-June 2023 by the Academy’s Student Administration Office. |

| **Submission of registration form** | Submit your definite registration (registration form) for the fall semester 2023/24 by post or by email to the Academy’s Student Administration Office (info.hgk@fhnw.ch) You will receive an email confirming the receipt of your registration. – Detailed information concerning the degree programme and the documents to be submitted for enrolment will follow by email from the end of June. |

| **Fall semester 2023/24** | |
**Introduction week and further information**

Monday 4 September 2023 to Friday 15 September 2023.

You will receive more detailed information regarding the introduction weeks and the start of the semester in good time by email.

**Start of semester**

Structure of academic year

Monday, 18 September 2023

- Structure of academic year
- Course catalogue HGK FHNW

**Questions**

Please address any questions regarding the aptitude assessment in the context of the admission procedure to:

admission.MA-digitalcom.hgk@fhnw.ch

**Postal address**

Hochschule für Gestaltung und Kunst Basel FHNW
Institute Digital Communication Environments (IDCE)

Master’s Degree Programme IDCE
Zulassungsverfahren
Freilager-Platz 1, Postfach
4002 Basel

**General provisions concerning the admission procedure**

- The dates you have been given for the aptitude assessment must be observed unconditionally.
- The work is to be produced by you personally.
- Make sure you label the portfolio with your name, first name, and address.
- No liability will be accepted for the submitted/delivered work.
- During the evaluation phase, no information is provided concerning success or failure.
- You will receive your result from the office of the degree programme after the aptitude assessment process has ended.
- Withdrawals from the aptitude assessment must be submitted in writing.
- Any absence due to illness or accident has to be verified by a doctor’s certificate.
- The grading of the assessment is governed by the provisions of the degree programme’s study regulations.
- The aptitude assessment can be repeated twice.

**Dokumente**

- Scale of fees Academy of Art and Design FHNW
- Study Regulations, Digital Communications Environments MA

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Admission procedure HGK, of December 2022
Subject to change without notice