Instructions for applicants to the
Master programme of Fine Arts in Artistic Research,
120 credits
2020/2021

Deadline for applications
1 April 2020
Deadlines and general information about applications to the Master of Fine Arts Programme in Artistic Research at Malmö Art Academy

Deadline 1 April 2020 for applications including
1. Submitted application at https://www.universityadmissions.se
2. Uploading of research project in the Malmö Art Academy application portal
   Register at http://www.khm.lu.se/en/studies/application and upload:
   - Research project
   - Personal statement
   - Letters of recommendation (two is a minimum)
   - Supporting documents (relevant appendices, photographs, videos and/or sound files).

You need to complete both steps in order for your application to be processed.

Deadline 6 April 2020 for supplementary documents
- Send in the correct documentation – see general instructions at 
  www.universityadmissions.se
  https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-
  studies/Documenting-your-eligibility-for-studies/Instructions-for-Masters-
  applicants/Uploading-and-regular-post-instructions/
  Please note that some documentation may be uploaded while other need to be
  submitted by post. Read the country specific instructions carefully!
- Note that citizens of other countries than Sweden must prove the exemption from
  tuition fees by uploading a copy of their passport or other valid proof of citizenship - see
  general instructions at https://www.universityadmissions.se/en/All-you-need-to-
  know1/Applying-for-studies/Fees-and-scholarships/EUEEA-citizens-exempt-from-fees/
  NB! This also applies to citizens of the Nordic countries!
- Pay the application fee if required! Read more about it at:
  https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-
  studies/Fees-and-scholarships/Paying-your-tuition-fees/

Interviews during week 17 (notice to attend by phone call or e-mail)

Decision on admissions no later than week 19-20
Decision on admissions no later than week 19-20 (4-15 May 2020).

Semester dates 2020/2021
Autumn semester 2020: 31 August 2020 – 17 January 2020
Spring semester 2021: 18 January 2021 – 6 June 2021

Contact information
Malmö Art Academy
Box 4035
SE-20311 Malmö
**Instructions about Application**

Applications to the Master of Fine Arts in Artistic Research programme at Malmö Art Academy take place in two steps. First on Universityadmissions.se and then in the Malmö Art Academy application portal where the research project can be uploaded. **You need to complete both steps in order for your application to be processed.**

1. **Application at Universityadmissions.se**
   - Visit [www.universityadmissions.se](http://www.universityadmissions.se) and follow the instructions carefully. In order to find the programme quickly, enter programme code **LU-82601** in the search field. **Do not forget to choose Autumn 2020 as an option.**
   - You will receive a confirmation of your application via email. Please save your confirmation! Take note of your application number and continue with the second step.
   - You need to fill in the application number in the electronic application form in step 2 in order to link your application at Universityadmissions.se with the research project you upload in the Malmö Art Academy application portal.

2. **Upload your research project in the Malmö Art Academy application portal**
   - You need to register in the Malmö Art Academy application portal in order to upload work samples: [http://www.khm.lu.se/en/studies/application](http://www.khm.lu.se/en/studies/application).

   When you have registered as an applicant you will receive an email including login information and a registration number. Note that this registration number is different from the one you received at Universityadmissions.se. In the email you receive there is a link to an electronic application form in which you fill in your complete personal details and attach the research project.

   The application must also include a text with a presentation of your artistic orientation, your supplementary documentation (photographs, videos and/or sound files, context, background data or ideas, etc) and a statement of why you are applying to the programme and to Malmö Art Academy. The application must also include at least two letters of recommendation from teachers or tutors from previous art schools. The application can also be accompanied by other relevant documents like letters of recommendation, texts related to your artistic work etc.

   All supporting documentation is to be scanned and uploaded in the application form. **NB! This does not refer to the formal grade transcripts, certificates, documents etc already uploaded or sent to University Admissions (see step 1).**
If you wish to upload supplementary documentation like photographs, videos and/or sound files in connection to your research project please read the following instructions.

Supplementary documentation

A. General instructions

- An application must contain an uploaded research project, a personal statement and relevant appendices. In addition, you have the possibility to upload supplementary documentation. A completed online application including the research project is to be uploaded in the Malmö Art Academy application portal after registration at http://www.khm.lu.se/en/studies/application. Remember that all supplementary documentation must be well documented and accompanied by a detailed description.

B. Technical instructions for digital supplementary documentation

- Each digital sample can be documented with a maximum of 5 photographs, videos and/or sound files.
- Accepted file formats:
  - Pictures: JPEG/JPEG
  - Audio: MP3, WAV, AIFF
  - Video: MOV, MP4, MP4/MPEG4, AVI
- NB! Applicants are responsible for the proper functioning of digital samples.

General

- State title, material, dimensions, year and length (minutes) for video/sound.
- Installations need to be documented as fully as possible

Video

- Video should be uploaded as MOV, MP4 (MPEG4) or AVI.
- Largest size 2 GB per film, max 5Mbps
- If you apply with video works, the selection committee wants to see the whole work and not just extracts.
- For long video works, we would appreciate if you would attach a brief synopsis

Digital images

- Must be submitted as JPEG
- Largest recommended size is 2 MB

Sound

- Must be submitted as MP3, WAV or AIFF.

Checklist

Application
Make sure that your application is filled in correctly. Changes can be made online until 24.00 on the last day of applications. Please check that you have:

- Submitted an application at [www.universityadmissions.se](http://www.universityadmissions.se) and received an email confirming your application?
- Uploaded or sent all required supporting documentation to University Admissions? [https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-studies/Documenting-your-eligibility-for-studies/Instructions-for-Masters-applicants/Uploading-and-regular-post-instructions/](https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-studies/Documenting-your-eligibility-for-studies/Instructions-for-Masters-applicants/Uploading-and-regular-post-instructions/)
- If you are a citizen of another country than Sweden: uploaded or sent in a copy of your passport or other valid or other valid proof of citizenship in order to prove your exemption from tuition fees?
- If required - paid the application fee [https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-studies/Fees-and-scholarships/Paying-your-tuition-fees/](https://www.universityadmissions.se/en/All-you-need-to-know1/Applying-for-studies/Fees-and-scholarships/Paying-your-tuition-fees/)
- Chosen the right application form in the Malmö Art Academy application portal?
  - Bachelor of Fine Arts programme (180 credits)
  - Master of Fine Arts programme (120 credits)
  - Master of Fine Arts in Artistic Research programme (120 credits)
- Registered the application number you received from Universityadmissions.se, in the electronic application form in the Malmö Art Academy application portal?
- Provided your complete contact information, including your phone number, mobile number and email address?
- Uploaded your research project?
- Enclosed a text with a presentation of your artistic orientation and your research project (supplementary documentation, context, background data or ideas, etc.).
- Enclosed at least 2 letters of recommendation from teachers or tutors at previous art schools.
- Enclosed other supporting documentation that you wish to refer to?
- Made a note of your registration number (received when registered in the Malmö Art Academy application portal)?

**Supplementary documentation**

- Make sure that your supplementary documentation comply with the instructions. State title, material, dimensions, year and length (minutes) for video/sound.

THANK YOU FOR YOUR APPLICATION!