

# **ANIMATION & GAME APPLICATION PROCEDURE FOR APPLICANTS WITH AN INTERNATIONAL UNIVERSITY ENTRANCE CERTIFICATE**

The application procedure for the BA Animation & Game at the University of Applied Sciences Darmstadt consists of a formal application and an artistic entrance examination. The formal application must be submitted through UNI ASSIST (University Application Service for International Students). The entrance examination is based on a digital portfolio with 3 work samples and a full-day examination carried out by the Animation & Game Department. Upon request, international students may take the artistic entrance examination as distance exam.

## **01\_ACADEMIC APPLICATION PREREQUISITES**

In order to study Animation & Game you will need a valid University Entrance Certificate. If you obtain your University Entrance Certificate only after the application deadline, you must submit a certification of enrollment from your school and the last two school reports. If you do not have a University Entrance Certificate at all and do not expect to obtain it in the year of your application, you may apply for admission based on outstanding artistic aptitude. As the Animation & Game Programme is mainly carried out in English language, English language proficiency is mandatory and must be given proof of through a B2 Certificate or through an English grade better than average on your school report.

## **02\_FORMAL APPLICATION | UNI\_ASSIST**

The University of Applied Sciences Darmstadt is a member university within the uni-assist Association. Upon payment of a service fee, uni-assist pre-checks which entitlement study applicants have to study in Germany based upon the guidelines of the German Central Office for Foreign Education (Zentralstelle für ausländisches Bildungswesen, ZaB). So in order to formally apply for the Animation & Game Programme please register on the uni-assist online portal: [www.uni-assist.de](http://www.uni-assist.de)

Create your application form and then send it to uni-assist electronically. Once this is done, please print out the application form, sign it and send the signed paper form to uni-assist along with the following documents which you must provide in form of officially authenticated copies and sworn translations:

- School leaving certificate
- Depending on your country of origin, a certificate proving that you have passed the University Entrance Examination
- If you have already studied in your home country, please also send in documentation confirming your years of study
- English Language Certificate (B2; IELTS; TOEFL, etc.)
- Copy of your passport

**Please send your formal application documents until April 15th to:**

Hochschule Darmstadt  
Hochschule Darmstadt  
c/o uni-assist e.V.  
D-11507 Berlin  
GERMANY

Please note: There is a service fee which must be paid until April 15th and which is an obligatory part of the formal application!

If you have any questions regarding the formal application procedure please refer to the Student Service Center of Hochschule Darmstadt University of Applied Sciences. Contact: Mrs. Ruth Dunn | Phone: +49.6151.16-38020 | E-Mail: [ruth.dunn@h-da.de](mailto:ruth.dunn@h-da.de)

**03\_APPLICATION FOR THE ARTISTIC ENTRANCE EXAMINATION | DIGITAL PORTFOLIO**

In order to take the Entrance Examination you must submit a curriculum vitae, a motivation statement and a digital portfolio with 3 work samples as part of the application procedure. The work samples should be related to the field of animations and games, such as storyboards, character designs, concept art, cartoons, classic or 3-D animations, board game designs, game prototypes, 3-D graphics etc. Please note:

- You may send a maximum of 3 digital work samples only
- Label the data device (CDR /DVD or USB stick) clearly with your full name
- Make sure that the data device and all files run flawlessly
- The work samples will not be returned unless you add a stamped and self addressed envelope
- Fill in and include the Entrance Examination Application Form (provided with this document) as well as your cv and motivation statement
- If you are under age 18 you must submit written consent from your parent/guardian to take the Animation & Game Entrance Examination

**Please send your Entrance Examination Application (digital portfolio, curriculum vitae, motivation statement, entrance examination application form) until June 1st to:**

Hochschule Darmstadt  
University of Applied Sciences  
Student Service Center  
Haardtring 100  
D-64295 Darmstadt  
GERMANY

#### **04\_ ARTISTIC ENTRANCE EXAMINATION**

The Animation & Game Entrance Examination consists of two stages:

Stage 1: Portfolio Examination (Assessment of your work samples by the Board of Examiners)

If you pass the portfolio examination you are admitted to Stage 2.

Stage 2: Presence Examination (admission only upon successful completion of Stage 1)

If you pass the Portfolio Examination you will receive an invitation for the Presence Examination which takes place on the Media Campus in Dieburg, Germany and includes a practical test and an interview. During the practical test you will be asked to complete creative and conceptual assignments. In the interview the Examiners will ask questions with regard to your digital portfolio, your motivation and your knowledge and practical experience in the field of study. The entire Presence Examination will be carried out in English language. You will receive written notification on your Animation & Game Entrance Examination results. In case of failure the Entrance Examination may be repeated once.

If you have further questions regarding the Entrance Examination please contact the Chairperson of the Animation & Game Entrance Examination Board.

PLEASE NOTE: If you are unable to travel to Germany for the Presence Examination, you may apply for Distant Examination. Please address your reasoned request with proof of residence to the Chairperson of the Animation & Game Entrance Examination Board:

[eignungspruefung.ag.fbmd@h-da.de](mailto: eignungspruefung.ag.fbmd@h-da.de)

#### **05\_ ADMISSION AND ENROLMENT**

The final admission to the Animation & Game Programme is based on the outcome of your formal uni-assist application in combination with your Entrance Examination result. If, according to the uni-assist pre-check, you have direct entitlement to study and you have passed the Artistic Entrance Examination, you will receive a letter of acceptance with all important information about the enrolment.

If, according to the uni-assist pre-check you receive indirect entitlement you must take the Studienkolleg course and pass the "Feststellungsprüfung" assessment first. Please note that in this case, German language skills are required! For more information refer to:

<http://www.uni-assist.de/preparatory-courses.html>. Once you have passed the "Feststellungsprüfung" assessment and the Artistic Entrance Examination you can enroll in the Animation & Game Programme.

If you have no entitlement to study according to the uni-assist pre-check, final admission and enrollment may still be given - provided you give proof of "outstanding artistic aptitude" in the Animation & Game Entrance Examination. For more information regarding possible types of entitlement, please refer to the uni assist website or get in touch with the Student Service Center of Hochschule Darmstadt (Mrs. Dunn, contacts see above).



**h\_da**

HOCHSCHULE DARMSTADT  
UNIVERSITY OF APPLIED SCIENCES

Please fill in and sign this form. Submit it together with your digital portfolio and your cv to:  
Hochschule Darmstadt  
Student Service Center (SSC)  
Haardring 100  
D-64295 Darmstadt

<b>Uni Assist Application Number:</b>  
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**Application for the BA Animation & Game Entrance Examination 2018**

Last Name	First Name	Gender
Date of Birth	Place of Birth	
Country	Post Code	Phone Number
City	Street	E-Mail

**1. I have applied at Darmstadt University of Applied Sciences for the Bachelor Animation & Game previously and have taken the Entrance Examination before.**

- No
- Yes, in the year \_\_\_\_\_
- I passed the Entrance Examination
- I did not pass the Entrance Examination

**2. I have enclosed my CV in English language**       Yes     No

- Curriculum vitae (personal data sheet) including:
- artistic, musical, technical and und scientific interests
  - description of experience/competencies in animation or game related fields of practice (p. ex. drawing, modelling/sculpture, animation, classic or computer games, computer graphics, programming)
  - eventual civic activities

**3. I am under age 18 and have therefore enclosed written consent by my parent/guardian to take the Animation & Game Entrance Examination**

- No
- Yes

**Last Name:**

**First Name:**

**4. I have enclosed a Motivation Statement**  Yes  No

Explain your motivation to study Animation & Game in English language on a separate typed sheet. Length: ca. 2300 characters including spaces. Answer the following questions:

- a) Give a brief outline of your experiences so far in the field of animations and games and which way they influenced your decision to apply for this programme.
- b) What are your career goals and in which way do you expect the Animation & Game Programme to support you in reaching these goals?
- c) Which aspects and features of the Animation & Game programme do you consider particularly interesting and relevant?
- d) Name your particular personal strengths, skills and talents which in your opinion qualify you for studying Animation & Game.

**5. My digital portfolio (data device) with 3 work samples is included**  Yes  No

Please state title as well as format/genre of work samples. In case of team work specify your role /contribution

<b>1</b>	Title	Format/Genre
<b>2</b>	Title	Format/Genre
<b>3</b>	Title	Format/Genre

**6. I hereby declare that my digital portfolio is based on unaided work. I have specified all elements within the submitted body of work that result from joint authorship or that were taken from other sources.**

Date, Place	Signature

Last Name:

First Name:

**PARENTAL/GUARDIAN CONSENT FORM  
FOR MINOR APPLICANTS**

I/we hereby give consent for my/our child to participate in the 2018 Animation & Game Entrance Examination at Darmstadt University of Applied Sciences in Darmstadt, Germany

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Last Name, First Name of Child

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Child's Date of Birth

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Adress

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Last Name(s), First Name(s) of Parent(s)/Guardian(s)

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Date and Signature(s)