

BACHELOR ANIMATION AND GAME APPLICATION PROCEDURE 2023/24 FOR APPLICANTS WITH INTERNATIONAL UNIVERSITY ENTRANCE CERTIFICATE

The application procedure for the BA Animation and Game at the University of Applied Sciences Darmstadt for the Academic Year 2023/24 for international applicants consists of two stages:

- **Stage 1: FORMAL APPLICATION | Deadline: 15.04.2023**
- **Stage 2: APPLICATION FOR ARTISTIC ENTRANCE EXAMINATION | Deadline: 01.06.2023**

ACADEMIC APPLICATION PREREQUISITES

In order to enroll in the Animation and Game Bachelor Program you 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. All applicants must give proof of English language proficiency through a Level B2 Certificate or equivalent. The validity of all academic certificates required for the formal application is verified by UNI ASSIST, a public service agency for international student applications in Germany.

STAGE 1: FORMAL APPLICATION VIA UNI-ASSIST

The University of Applied Sciences Darmstadt is a member university within the UNI ASSIST Association. Upon payment of a handling 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). In order to formally apply for the Animation & Game Program please first of all register on the UNI ASSIST online portal: www.uni-assist.de

After creating your account, fill out and submit the required applicant information. Upon completion, an application form will be provided which you must download and sign. You will be guided online through the entire formal application process up to the submission of documents which is contact-free (file upload; link will be provided). You must submit the signed application form along with the following documents:

- 1) School leaving certificate
- 2) Depending on your country of origin, a certificate proving that you have passed the University Entrance Examination
- 3) If you have already studied in your home country, please also send in documentation confirming your years of study
- 4) English Language Certificate (Level B2 or equivalent, e.g. IELTS, TOEFL, Cambridge)
- 5) Copy of your passport

IMPORTANT: The documents under 1)-5) must be provided both in form of scans from the original as well as in form of sworn translations either in English or German language.

Don't forget to pay the handling fees! Your complete application and your payment must be received by UNI ASSIST within the application deadline: 15.04.2023.

If you have any questions regarding the formal application procedure please refer to the Student Service Center of Hochschule Darmstadt University of Applied Sciences under:
E-Mail: international@h-da.de // Phone: +49.6151.533 5553

STAGE 2: APPLICATION FOR THE ARTISTIC ENTRANCE EXAMINATION

The application for the Animation and Game Artistic Entrance Examination must be submitted to Darmstadt University of Applied Sciences digitally by data upload. In order to take the Examination you must complete and submit the following elements:

1) Entrance Examination Application Form

Complete the Entrance Examination Application Form provided at the end of this document. Entrance Examination Application Form includes a specification of the work sample projects you submit in your Digital Portfolio. Make sure to provide the required information in a readable form and identify third party elements/contributions used for your submissions correctly. Don't forget to sign the Declaration of Authorship. Failure to do so can lead to exclusion from the Entrance Examination.

2) Curriculum vitae in English language

Please include in the CV experiences (work experience or internships) and skills (e.g. software skills) related to the field of study, as well as civic activities (e.g. volunteering) if applicable.

3) Motivation statement

Explain your motivation to study Animation and Game in English language on a separate typed sheet. Length: ca. 2300 characters including spaces. Your motivation statement should address the following points:

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

4) Digital portfolio with 3 work samples

The 3 work samples should be creative projects related to the field of animations and games, such as storyboards or animatics, digital games/game prototypes or board games, traditional or 3D animations, concept art projects, 3-D graphics. More information regarding the digital portfolio can be found on the BA Animation and Game program website under: ag.medien-campus.h-da.de.

Please observe the following portfolio submission guidelines:

- You may submit a maximum of 3 digital work samples. However, each work sample can be a project consisting of several related elements.
- If you submit a digital game, you must include a gameplay video as well as a playable build.
- If you submit 3D graphics include different views of the asset or a turntable video.
- It is advisable to not only submit the final result of a project work. In addition you should include 2-3 significant conceptual steps towards the result which document your methodological and creative approach.
- Put all elements belonging to the same work sample project in a folder in an organized and accessible manner (order, file names)
- Make sure that all files run flawlessly and use common industrial standard file formats.

SUBMISSION STAGE 2 ARTISTIC ENTRANCE EXAMINATION:

Please upload all elements related to the Artistic Entrance Examination Application (1-5 as stated above) to Darmstadt University of Applied Sciences digitally until 01.06.2022 through the following link:

<https://cloud.h-da.de/index.php/s/3qrSYP6Xw7L9Yq6>

Password: EP_WiSe2023

IMPORTANT:

- Label every single file you submit according to the following standard:
- Applicationnumber_Lastname_Filename
- (examples: 9896994_Williams_Motivati**o**nstatement; 9896994_Williams_Works**a**mple1)
- Before uploading your data, combine them in one ZIP-file.
- Label this ZIP-file with your application number and your last name as follows:
Applicationnumber_Lastname_AGportfolio.zip
- If you are unable to create a ZIP-file you may resolve to uploading all files separately. Make sure to name every single as specified above
- PLEASE NOTE: If your files are corrupt or not labelled in an identifiable manner, you will not receive admission to the Animation and Game Entrance Examination.

ADMISSION AND ENROLMENT

The final admission to the Animation and Game Bachelor Program is based on the outcome of your formal UNI ASSIST application in combination with your Artistic 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 (minimum score: 60 out of 100 points), you will receive a letter of acceptance with all important information about the enrolment.

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 and Game Entrance Examination. "Outstanding artistic aptitude" is given if you achieve a minimum score of 90 out of 100 points. A passed Artistic Entrance Examination is valid for two continued examination periods.

If, according to the UNI ASSIST pre-check you receive indirect entitlement and you have passed the Entrance Examination with the required minimum score of 60 points, you must take the "Studienkolleg", a preparatory course. Before being accepted for the Studienkolleg, you need to pass an entrance test. This test assesses your command of German and your basic knowledge in your chosen subject area. Even though the language of instruction for the study program you apply for is English, you need sufficient German language skills in order to get the invitation for the Studienkolleg – preparatory course entrance test.



ARTISTIC APPLICATION FOR THE ANIMATION AND GAME ENTRANCE EXAMINATION 2023

UNI ASSIST APPLICATION N°	LAST NAME	FIRST NAME
GENDER	DATE OF BIRTH	PLACE OF BIRTH
COUNTRY	POST CODE	PHONE NUMBER
CITY	STREET	E-MAIL

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

- No
 Yes, in the year _____
 I passed the Examination
 I did not pass the Examination

2. I do not have a University Entrance Qualification to study in Germany. Therefore I apply for admission based on "Outstanding Artistic Aptitude".

- No
 Yes

3. I have enclosed my CV in English language Yes No

You curriculum vitae should include:

- education
- artistic, musical, technical or scientific interests, civic activities (if applicable)
- practical experience, competencies and software skills related to the creation of animations and/or games

4. I have enclosed my 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. Adress the following points:

1. Give an brief outline of your experiences in the field of animations and games and how they influenced your decision to apply for this program.
2. What are your career goals and in which way do you expect the Animation and Game Program to support you in reaching these goals?
3. Which elements and characteristics of the Animation and Game Program do you consider particularly interesting and relevant?
4. Name your particular personal strengths, skills and talents which in your opinion qualify you for studying Animation and Game.



5. PORTFOLIO FORM

Give a short description each work sample/project in your digital portfolio. Include: title, genre, format, year of production, technologies/software used, number of related components/elements submitted. In case of team projects clearly identify your personal contribution. If you used third party resources such as concepts, texts, artwork, digital assets or programming code identify these.

WORK SAMPLE 1	TITLE , DESCRIPTION, NUMBER OF COMPONENTS, SOFTWARE USED	a) OWN CONTRIBUITION b) THIRD PARTY RESOURCES USED
WORK SAMPLE 2	TITLE , DESCRIPTION, NUMBER OF COMPONENTS, SOFTWARE USED	a) OWN CONTRIBUITION b) THIRD PARTY RESOURCES USED
WORK SAMPLE 3	TITLE , DESCRIPTION, NUMBER OF COMPONENTS, SOFTWARE USED	a) OWN CONTRIBUITION b) THIRD PARTY RESOURCES USED

6. DECLARATION OF AUTHORSHIP

I hereby declare the work samples I submit are my own unaided work. I have identified all elements in the portfolio that result from collaborations with others or that were taken from other sources. I have not used artificial intelligence art or image generation software to create my work samples.

DATE, PLACE	SIGNATURE



**ANIMATION AND GAME ENTRANCE EXAMINATION
ACADEMIC YEAR 2023-24
PARENTAL/GUARDIAN CONSENT FORM
FOR MINOR APPLICANTS**

I/we hereby give consent for my/our child to apply for the B.A. Animation and Game at Darmstadt University of Applied Sciences in Darmstadt, Germany and take the Animation and Game Entrance Examination.

LAST NAME OF CHILD	FIRST NAME OF CHILD
CHILD'S DATE OF BIRTH	CHILD'S ADDRESS
LAST NAME OF PARENT/GUARDIAN 1	FIRST NAME OF PARENT/GUARDIAN 1
DATE, PLACE	SIGNATURE
LAST NAME OF PARENT/GUARDIAN 2	FIRST NAME OF PARENT/GUARDIAN 2
DATE, PLACE	SIGNATURE