BACHELOR ANIMATION AND GAME APPLICATION PROCEDURE 2024/25
FOR APPLICANTS WITH INTERNATIONAL UNIVERSITY ENTRANCE CERTIFICATE

The application procedure for the B.A. Animation and Game at the University of Applied Sciences Darmstadt for the Academic Year 2024/25 for international applicants consists of two stages:

- **Stage 1**: FORMAL APPLICATION | Deadline: 15.04.2024
- **Stage 2**: APPLICATION FOR ANIMATION AND GAME ENTRANCE EXAMINATION | Deadline: 01.06.2024

ACADEMIC APPLICATION PREREQUSITES

In order to qualify for the Animation and Game Bachelor Program you need a University Entrance Certificate valid in Germany. 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. All applicants must give proof of English language proficiency through a Level B2 Certificate which complies with the Common European Framework of Reference for Languages (CEFR). 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.

During registration you must select the specialization you wish to apply for: "Animation and Game – *Technology Specialization*" *or* "Animation and Game – *Art and Design Specialization*". It is not possible to apply for both Specializations at the same time.

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, e.g. IELTS, TOEFFL, Cambridge)
5) Copy of your passport

IMPORTANT:
The documents listed under 1)-5) must be provided both form of scans from the original as well as in form of sworn translations in English or German language. Don't forget to pay the handling fee! Your complete application and payment must be received by UNI ASSIST within the application deadline: 15.04.2024.

If you have any questions regarding your formal application 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 ANIMATION AND GAME ENTRANCE EXAM

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

1) Portfolio Form
   Complete the Portfolio Form provided at the end of this document (page 4). IMPORTANT: Make sure to indicate the specialization of study ("Technology" or "Art & Design") you wish to apply for. The Portfolio 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 leads 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 the chosen specialization 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 and the chosen specialization.*
   - *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 in the chosen specialization.*

4) Digital portfolio with 3 work samples
   The 3 work samples should be projects related to the field of animations and games and to the chosen specialization. More information regarding the digital portfolio can be found on the BA Animation and Game program website under: ag.mediencampus.h-da.de.

   Please closely observe the following portfolio 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 models include rendered images or turntable videos from all angles, accompanied by wireframe representations showcasing the conceptual approach.
   - It is advisable to not only submit the final result of a project work. Additionally you should include significant conceptual steps which document your methodological, creative and technical approach and illustrate the broader vision of the project
   - 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 OF THE APPLICATION FOR THE ENTRANCE EXAM:

Make sure to compile the required submissions for the Animation and Game Entrance Exam in an organized and accessible manner.
IMPORTANT:

- Label every single file you submit according to the following standard:
- Applicationnumber_Lastname_Filename
  example: *9896994_Williams_Worksample1*
- 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, your application will not be considered and you will be excluded from the admission process.

Please submit all elements related to the Animation and Game Entrance Exam Application (1-4 as stated above) to Darmstadt University of Applied Sciences via data upload until <u>01.06.2024</u>. Make sure to use the correct link for the chosen specialization:

UPLOAD LINK FOR TECHNOLOGY SPECIALIZATION:
https://cloud.h-da.de/s/4etJAaFLA6pnNX3
Passwort: EP_WiSe2024

UPLOAD LINK FOR ART & DESIGN SPECIALIZATION:
https://cloud.h-da.de/s/kEJiiXiY9EqAPgE
Passwort: EP_WiSe2024

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 <u>direct entitlement</u> to study <u>and</u> you have passed the Entrance Examination (minimum score: 60 out of 100 points), you will receive a letter of acceptance with all important information about the enrolment.

If, according to the UNI ASSIST pre-check you receive <u>indirect entitlement</u> 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.

B.A. ANIMATION AND GAME | PORTFOLIO FORM | WS 2024-25

UNI ASSIST APPLICATION NUMBER	
LAST NAME, FIRST NAME	
CHOSEN SPECIALIZATION (please mark only one box)	☐ B.A. Animation and Game – "Technology" Specialization ☐ B.A. Animation and Game – "Art and Design" Specialization
PREVIOUS APPLICATION	I have taken the Animation and Game Entrance Examination before and failed ☐ Yes, in the year_____ ☐ No

PORTFOLIO SPECIFICATION

Give a short description (in English or German) of each work sample project: 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 have used third party resources such as images, concepts, digital assets or programming code clearly identify these.

	SHORT DESCRIPTION OF WORK SAMPLES	a) OWN CONTRIBUTION b) 3RD PARTY ELEMENTS
PROJECT 1		
PROJECT 2		
PROJECT 3		

PLEASE CONTINUE ON NEXT PAGE!

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 (A.I.) art generation or image generation software to create my work samples.

PLACE AND DATE	**SIGNATURE**

QUESTIONAIRE
(PARTICIPTION IS VOLUNTARY)

How did you hear about the Bachelor Animation and Game?

☐ Personal recommendation

☐ University website

☐ Other website (please name): _____

☐ Event (please name): _____

☐ Other (please name): _____

ANIMATION AND GAME ENTRANCE EXAMINATION ACADEMIC YEAR 2024-25
PARENTAL/GUARDIAN CONSENT FORM FOR MINORS

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