Kunsthochschule
für Medien Köln
Academy of
Media Arts Cologne

Application information winter semester 2017/18
Four-semester degree course (II)

Around thirty students will be admitted to the four-semester degree course *Media and Fine Arts* ("Mediale Künste") at the beginning of the academic year 2017/18 (2nd October, 2017) - details of course organization can be found at www.khm.de.

All applicants must prove their artistic/creative aptitude with regard to the Media and Fine Arts course based on work samples and a project proposal.

■   Project proposal and work samples are the most important elements of the application.

A preselection is made based on these materials. The chosen candidates will then be invited to an interview at the Academy for Media Arts in Cologne.

Entry requirements for the four-semester degree course II, Media and Fine Arts:

■   A general higher-education entrance qualification
■   A degree from a higher education institution in a field relevant to the intended course of study (for example theatre, film and television theory, literature, art and cultural theory, communications design, visual communication, computer sciences, photo engineering)

   or

■   A general higher-education entrance qualification
■   At least two years of artistic/creative practice

Admission to all of the courses takes place at the start of the winter semester. The following dates are relevant for the selection process for the coming year:

Time frame and further information on the application process

■	9th January, 2017	Application deadline for the degree course (Diploma II)
■	End of January	Preselection based on submitted material
■	5th calendar week	Postings to invitations to interviews (if applicable, per email)
		Postings of rejection letters (by post)
■	Second half of February	Interviews
■	March	Posting of notification letters (by post)

■ Applications must be submitted in full to the student registration office of the Academy of Media Arts Cologne before 9th January, 2017. The postmarked date does not suffice.

Please attach the relevant postage for the return of documents to the application form. For the return of application documents to foreign countries, please enclose 10 Euro in bank notes. Unfortunately we are forced to refuse the receipt of mail, which requires the KHM to pay any charges.

If you require acknowledgement of receipt of your documents, please enclose a stamped and self-addressed postcard. Please inform the registration office if your address changes during this procedure. You will be informed of the results of the assessment procedure in writing.

We can not disclose any information on the state of the application process by telephone.

You can also deliver your material in person, Mondays to Thursdays up to and including 9th January, from 10 am to 12 midday, at

■ Studienbüro der Kunsthochschule für Medien Köln
Peter-Welter-Platz 2
D - 50676 Köln
Tel. +49 - (0)221 - 20189 - 119
Fax +49 - (0)221 - 20189 - 49119

Additional information on the application forms

Please print out the carefully and thoroughly filled out application form (pages 4-11) and enclose them to your work samples. If there are certain questions you cannot answer, please state your reasons.

■ Work samples

As the Academy for Media Arts Cologne review committee has a large number of applications to view, it is recommended that, while compiling your work samples, you select examples that enable an adequate overview of the spectrum of your work within a limited period of time. Also keep in mind that your artistic aptitude will not be judged in general, but rather with respect to the Media and Fine Arts course.

Please do not submit more than five different work samples; you may also submit fewer. Please label all submitted work samples with the year of production and your name!

For practical reasons we cannot accept objects whose dimensions are greater than that of a standard application portfolio (at maximum ca. 100 cm by 150 cm).

Each work sample is to be understood as a unified piece of work, which means it can be made up of several individual components (for example drawings, photos, pictures). For three-dimensional work samples please only submit photographic documentation. If your application is made up partly or exclusively of videos or films, select, where possible, short, precise examples (film clips should total no longer than 10 minutes). This also applies to sound samples and registrations of performances.

■ Please submit films, videos, film clips, photographs and sound samples exclusively on USB flash drive as described in the technical information, pages 12 - 19!

Submissions on DVD cannot be accepted!

If you submit photos, we recommend that you present a selection of these printed out in paper form too.

Please enclose any texts, screenplays etc. on a USB flash drive (in PDF format) and **additionnally** printed on paper. Please also note the technical details of the enclosed work samples in the overview (see page 6). Please label the USB flash drive with your full name.

Please note that we cannot take responsibility for any originals submitted to us. The KHM cannot accept liability in the case of loss or damage to your application documents. This disclaimer does not cover wilful or grossly negligent conduct of the KHM or its employees.

■ Project proposal

Study at the Academy of Media Arts is divided into various forms of seminars and projects. Projects are jointly conceived by the students and lecturers and form the core of artistic work at the academy.

In order to give the committee a first impression of your expectations and aims with regard to studying at the Academy of Media Arts, your vocational aspirations as well as your ideas for possible projects, please outline an example for a piece of work you would like to realise at the Academy of Media Arts Cologne (for example film, photo, video, TV program, multimedia spatial design, installation, hologram, light sculpture, interactive projects, computer animation, drawing, painting).

It is up to you which form and medium you choose for your proposal (written exposé, photos, video, film, sound etc.). For non-textual project proposals however, the meaning and aim of the project must also be briefly described. Your work should not exceed a reasonable volume (for text, up to five manuscript pages).

The project proposal serves as a starting point in the interview for a discussion about your personal expectations in terms of studying at the Academy of Media Arts Cologne.

The committee may also set applicants a practical exercise during the interview.

Cologne, October 2016

Please attach
a photo of
yourself here

Kunsthochschule
für Medien Köln
Academy of
Media Arts Cologne

Application form

Four-semester degree course II

First Name:

Surname:

Street:

Town, Post Code, (Country):

E-Mail:

Telephone number:

Nationality:

Date of birth:

Place of birth:

I hereby apply for a study place at the Academy of Media Arts Cologne, starting in the winter semester 2017/18, on the four-semester Media and Fine Arts Course.

I would like to focus on the following field in my studies:

☐   Film and Television   ☐   Art   ☐   exMedia

For more information on courses at the Academy of Media Arts Cologne visit www.khm.de.

Work samples

Please list your submitted work samples (see page 2) in detail so that they can be identified without any difficulty (name, title / theme, form, format, year of production etc.):

| 1 |
| 2 |
| 3 |
| 4 |
| 5 |

☑ I declare that I created the submitted work samples independently or – in the case of co-productions – have identified my individual part in their production.

Project proposal

Please state your chosen title and features (name, title, form, format, year of production etc.) of the project proposal (see page 3):

Further documents

■ I have also enclosed the following further documents:

☐ Résumé

☐ Higher education entrance qualification (Abitur) - certified copy
   * For applicants without a general higher-education entrance qualification:

   ☐ I apply to be assessed for "outstanding artistic ability" according to § 9, paragraph 1 of the "Regulations of the assessment of aptitude for the degree course Media Arts at the Academy of Media Arts Cologne."

☐ Project proposal (see application information)

☐ Degree certificate from a higher education institution (Abitur) - certified copy
   If you graduate only after the application deadline expires please enclose a relevant certificate of your university.

■ ☐ Proof of German language knowledge (at least B2, for details see "Feststellungsord-nung" § 3)
   If you pass the B2 exam only after the studies have started please enclose a relevant certificate of your present German language proficiency.

■ For applicants without a degree certificate from a higher education institution (see page 1)

☐ Job references

I am aware that I will lose the study place if I do not begin my studies at the specified date, and that a leave of absence from the course is only possible in special exceptional circumstances. I have the necessary German language skills to be able to study at the Academy of Media Arts Cologne.

Once the procedure is completed, my application documents will be sent back to me at my expense or I will collect them in person. Delivery is conducted at my own risk. If desired, the Academy of Media Arts will insure the return of my documents, at my expense. I exempt the KHM from liability for the duration of time my application documents remain in its possession, as long as this liability is not due to wilful or grossly negligent conduct of the KHM or its employees.

Place, Date   ■ Signature

Student office of the Academy of Media Arts Cologne, Peter-Welter-Platz 2, D-50676 Köln

General information

■ To be completed by all applicants

Language knowledge

English	☐ active	☐ passive
French	☐ active	☐ passive
_____	☐ active	☐ passive
_____	☐ active	☐ passive

Mother tongue (for non-German applicants)

_____

Technical knowledge

☐ Photography

☐ Video/
digital image recording   with the technical norms:

_____

☐ Super 8

☐ Film (16 mm)

☐ Film (35 mm)

☐ Animation

☐ Interactive media   specifically:

_____

☐ Word processing

☐ Programming languages   specifically:

_____

☐ Internet/Web design etc.   specifically:

_____

☐ Databases

☐ Audio engineering

☐ Computer animation

Education

I would like to focus on the following field in my studies (see page 4):

☐   Film and television   ☐   Art   ☐   exMedia

For the division of subjects into these three fields, please read the summary in the „application information".

Should I not be admitted to the field stated, I leave it open to the KHM to consider me for admission to the other field:

☐   yes   ☐   no

Type of higher education entrance qualification (Abitur)*
Previous experience, internships (area, type and duration)
Target profession
If applicable: vocational training
If applicable: study experience

* Only for applicants without a general or specialised higher education entrance qualification:

☐   I apply to be assessed for "outstanding artistic ability" according to § 9, paragraph 1 of the "Regulations of the assessment of aptitude for the degree course Media Arts at the Academy of Media Arts Cologne."

Motives for the application to the Academy of Media Arts Cologne

Please describe the reasons that have led you to apply to the Academy of Media Arts Cologne, and outline your personal expectations of the Media and Fine Arts course.

Kunsthochschule
für Medien Köln
Academy of
Media Arts Cologne

Dear Sir or Madam,

it is our job to make the publicity of the Academy of Media Arts as effective as possible. We are therefore very interested to know how you became aware of the KHM, and would like to ask you to complete this small questionnaire.
We thank you sincerely for your time.

Yours faithfully,

The Press and PR Management Department

☐   Hearsay

      Internet:

☐   KHM-Website

☐   Study information portals (please specify)?

      _____

☐   Facebook

☐   Twitter

☐   Other (please specify)?

      _____

☐   Newspaper, Journal, other publications (please specify)?

      _____

☐   Public activities (exhibitions, open day shows, cinema, festivals,other)?

      _____

☐   Fairs (for work, study or training)

      _____

☐   Other

      _____

Preparation of work samples

Please create a folder and use your surname and first name as the title. All digital work samples must be submitted on a USB flash drive (see the application documents).

Video material
We expect your video material (Pal or HD) to be submitted as MP4 files. Video should be encoded with the H.264 codec at a bit rate of around 12 MBit/sec., audio with the AAC codec. There are a multitude of free programmes in the Internet for the creation of such files (e.g.: MPEG Streamclip). **DVDs will not be taken into consideration.**

Audio material
Please submit audio material as MP3 or WAV files, preferably at the highest bit rate possible.

Photographic material
Photos should have a resolution of no more than 72dpi and if possible be in JPEG format.

Other material
Flash applications, games etc. should also be submitted on a USB flash drive. Please notify us if your application has been developed especially for Windows. Please also inform us of files that can only be opened using a special program.

Preparation of USB sticks for the submission of video material
In general you can deliver files on USB flash drives formatted for Mac or PC. It's important to note, however, that newly bought flash drives are not always prepared in a suitable format for video material. If the files you would like to copy onto the flash drive are smaller than 4GB then no problems should arise. If you have larger files, the FAT format (FAT16, FAT32 etc.) often used in the retail market is not suitable, as it cannot process files of this size.

This size restriction can be overcome with "exFAT" or "NTFS" partitions. The suitable type of partition on the Mac system is "Mac OS Extended".
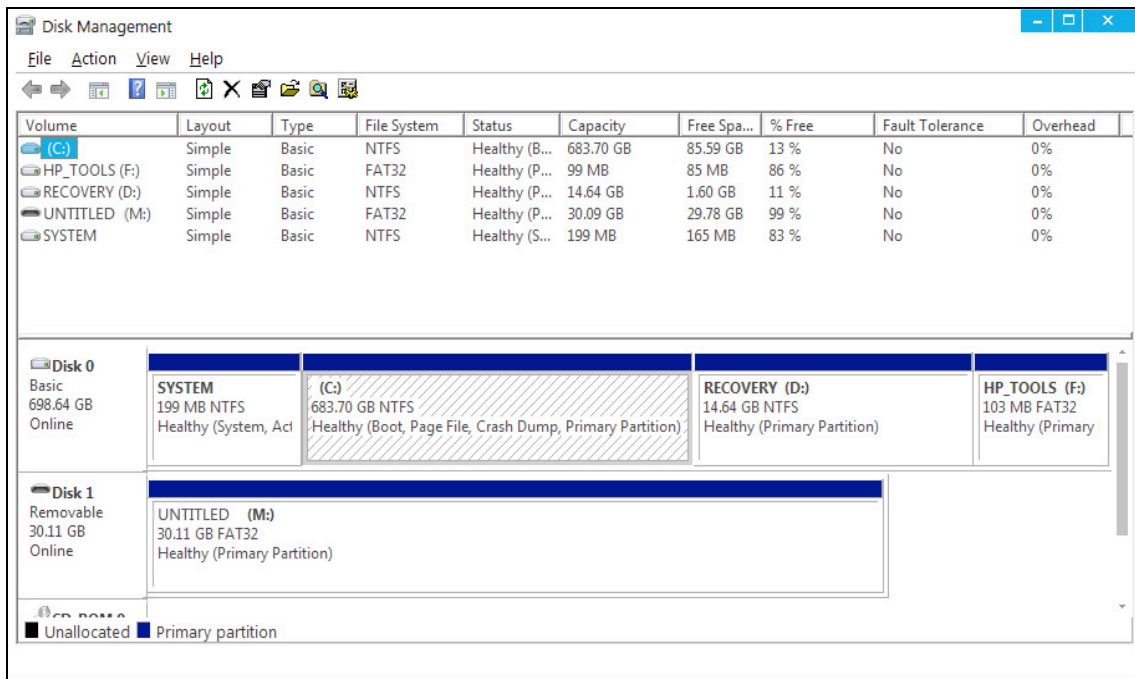
a.) Windows 7: USB flash drive into "NTFS" format

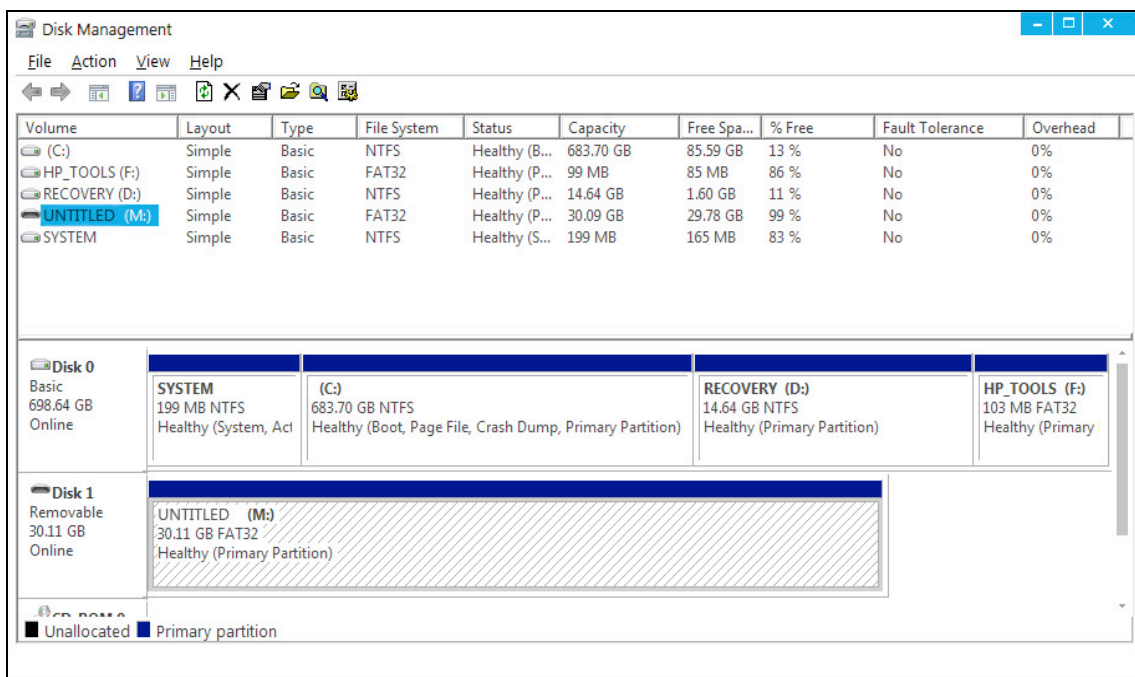Open the Control Panel with "Start/Control Panel".
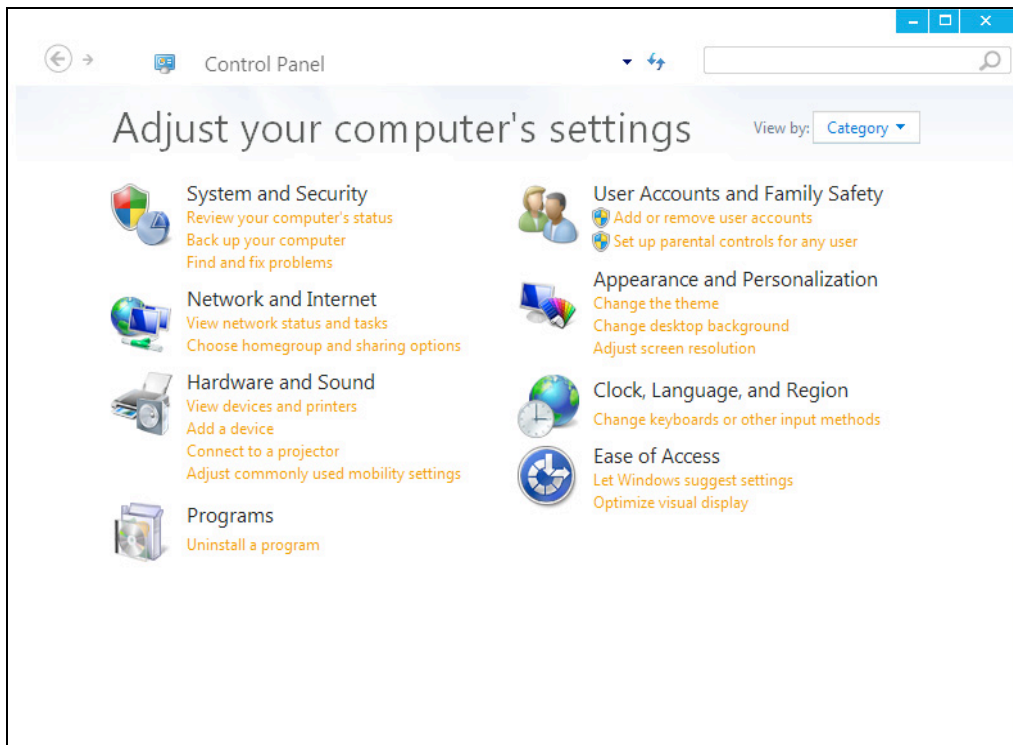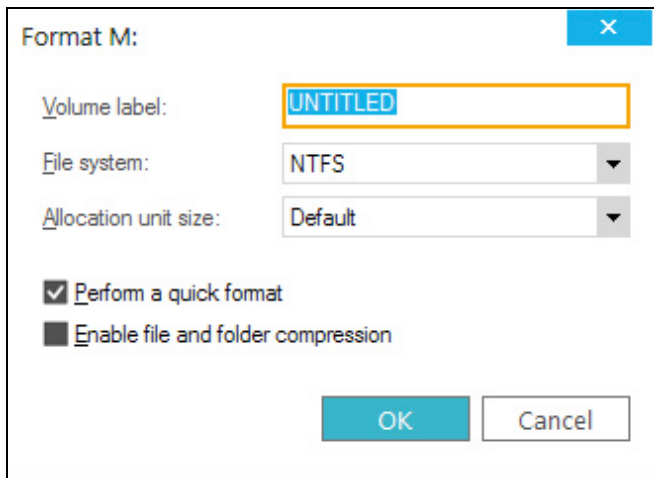

Select "System and Security".
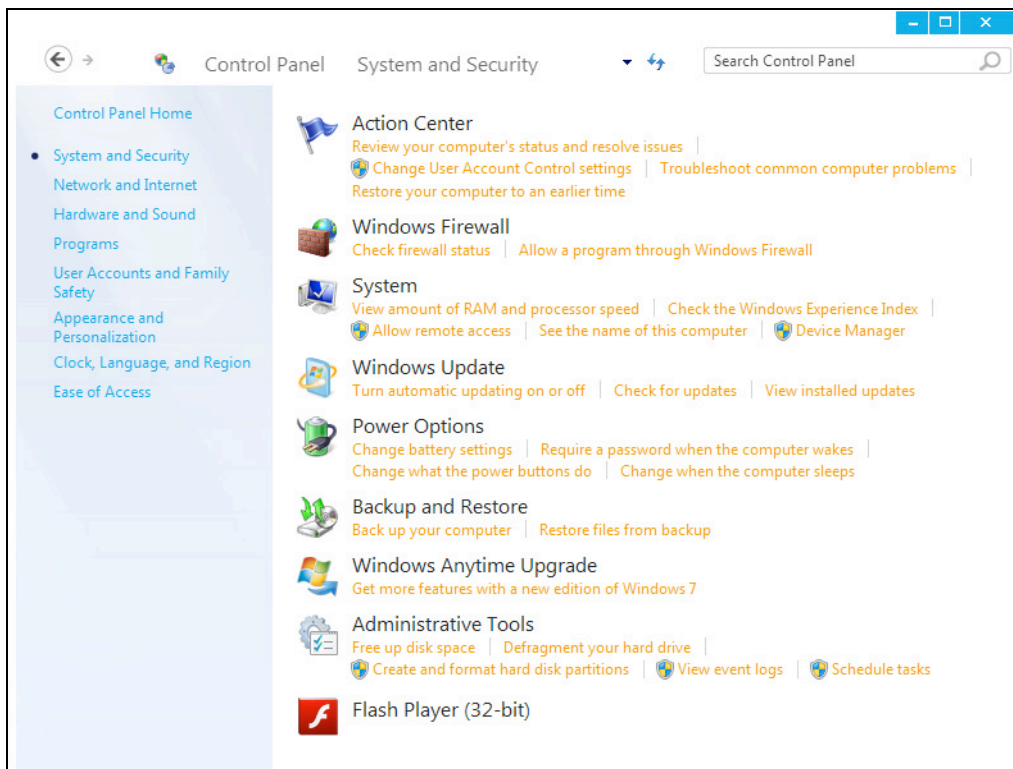
Then "Create and format hard disk partitions" under "Administrative Tools". Disk Management will be started.

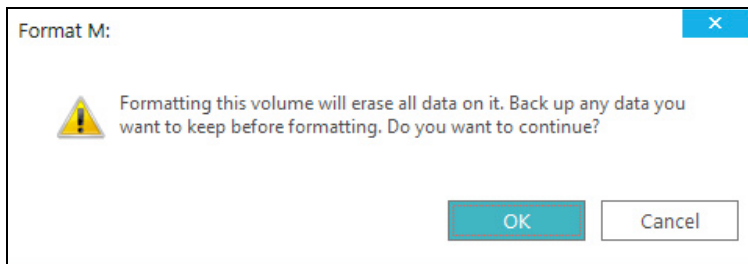Click on the partition on the removable drive (lower half of the window).

Right-clicking on the partition opens a context menu from which you select "format".

After selecting "NTFS", formatting can be started by clicking "OK". The subsequent confirmation prompt must of course also be answered with "OK".

The result should look a bit like this.

The files can be copied once you've closed Disk Management. Please make sure you eject the disk correctly and wait until no further LED activity can be seen on the USB flash drive. Ejecting: "Start"/"Computer"/right click the drive in the window and select "Eject".

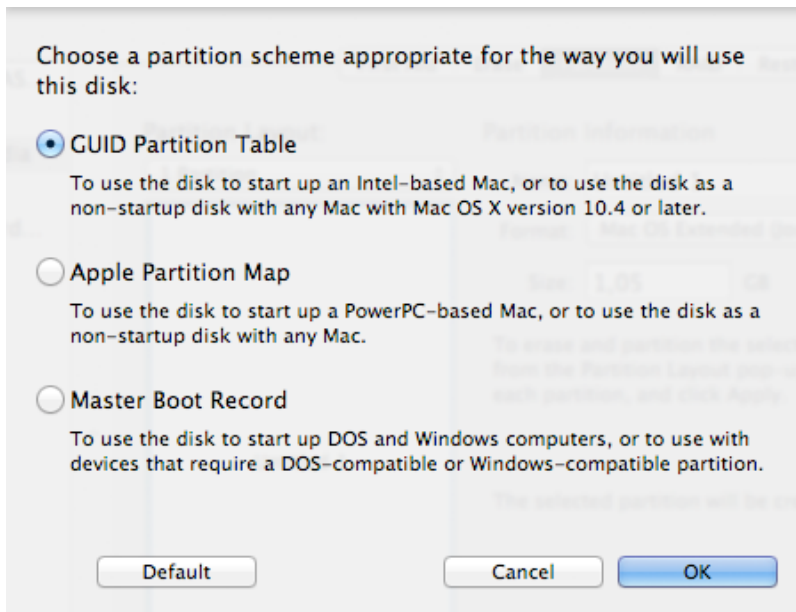b.) Mac OS X: USB flash drive into "Mac OS Extended" format

Disk Utility

Open the "Utilities" folder, which can be found in the "Applications" folder, and start "Disk Utility".
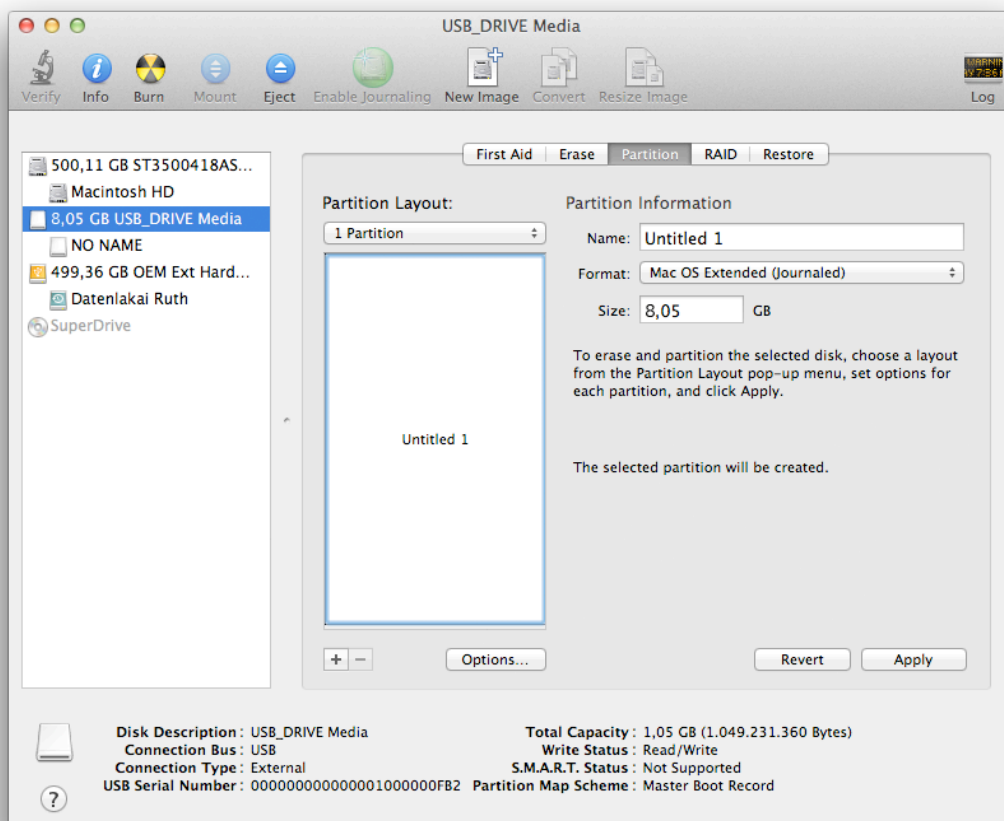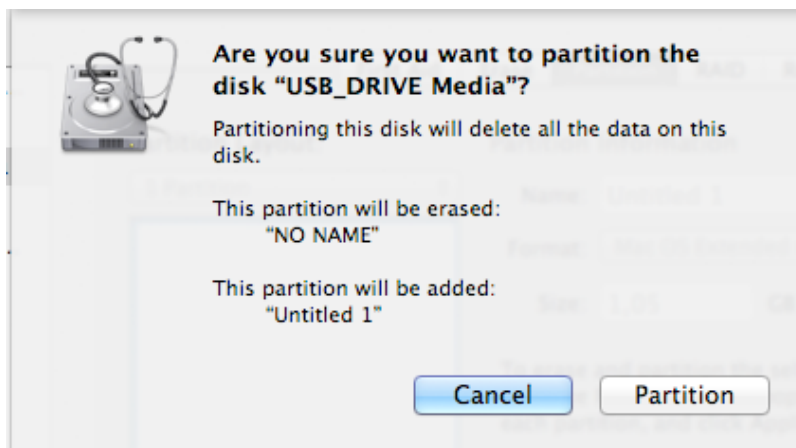
After connecting the flash drive it should be visible in the left-hand table of available drives. Select the drive and click on the "Partition" tab. Now select the "options" button.
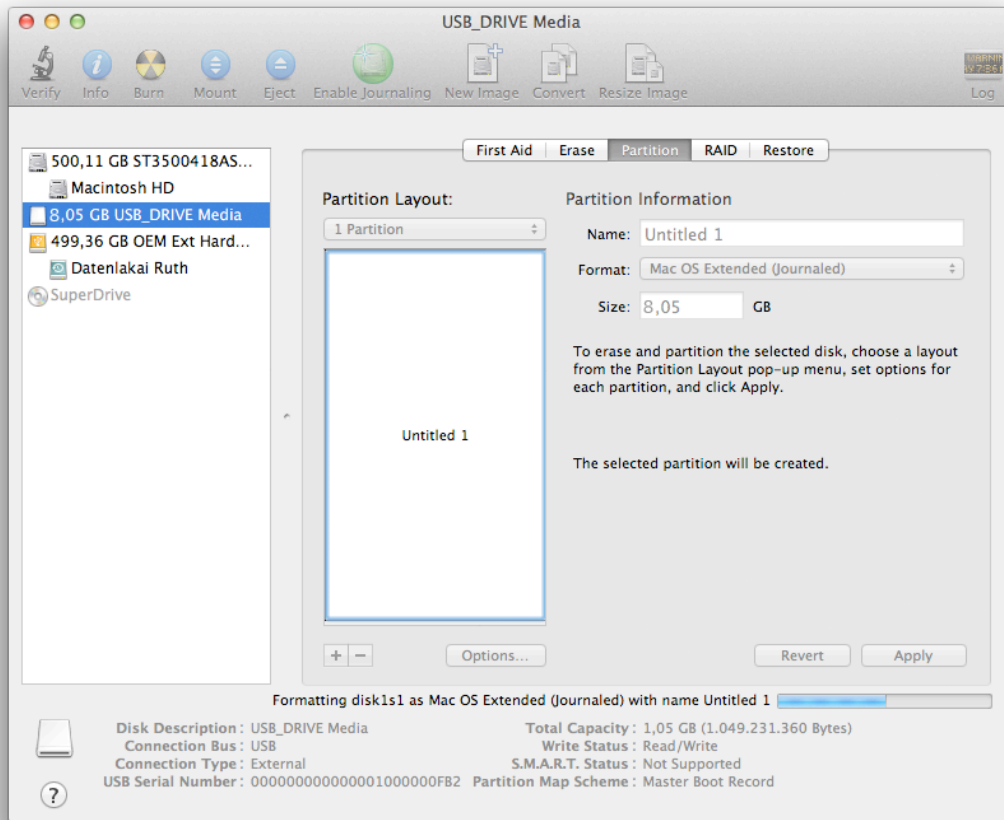

The "GUID Partition Table" should be selected and confirmed with "OK". Afterwards you can give it a name and click on "Apply".
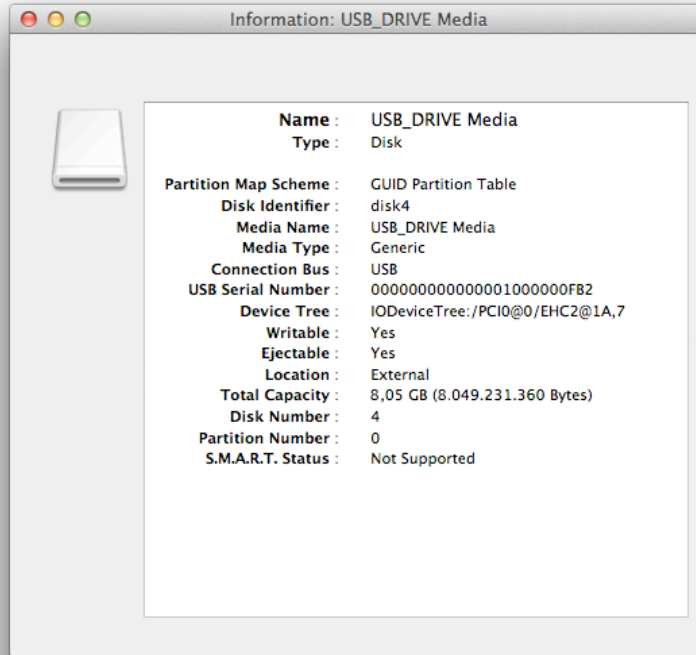
Confirm these actions with the "Partition" button.

The operation is now performed and portrayed accordingly. The correctness of the formatting can be checked afterwards by selecting "Information" after right-clicking on the disk.

Right-clicking on the disk itself and calling up the information shows the type of partition.

Information: USB_DRIVE Media

Name :	USB_DRIVE Media
Type :	Disk
Partition Map Scheme :	GUID Partition Table
Disk Identifier :	disk4
Media Name :	USB_DRIVE Media
Media Type :	Generic
Connection Bus :	USB
USB Serial Number :	000000000000001000000FB2
Device Tree :	IODeviceTree:/PCI0@0/EHC2@1A,7
Writable :	Yes
Ejectable :	Yes
Location :	External
Total Capacity :	8,05 GB (8.049.231.360 Bytes)
Disk Number :	4
Partition Number :	0
S.M.A.R.T. Status :	Not Supported

The files can be copied once you've closed Disk Utility. Please make sure that the disk has been correctly ejected and wait until no further LED activity can be seen on the USB flash drive. This only takes a few seconds.