

## 2024 Admission Conditions and Procedures for MA Studies

The application process for admission to the MA study programme involves two rounds. The process is specific to each course.

All applicants must register online by Monday 25 March 2024 at 17:00 CEST (Swiss time) on <https://www.hesge.ch/head/en/studies-and-research/admissions-2024>.

Completed online forms must be submitted by the deadline. **Forms submitted after 25 March 2024 at 17:00 CEST (Swiss time) will not be considered.**

A registration fee of CHF 150 is required. Applicants may pay the fee online or attach a proof of payment to their online registration form. This fee is non-refundable even if the application is found to be ineligible at the administrative review stage.

Applicants may not register for more than two options. Applicants registered for two options must follow the specific application process for each of the two options. A successful application only gives access to the specific option for which it is submitted.

Applicants are entitled to a total of three attempts. If an applicant submits two applications in a given year, this double application in the same year counts as one attempt.

### I COURSES

The HES-SO MA in Fine Arts is run jointly by HEAD – Genève, ECAL/University of Art and Design Lausanne, and EDHEA – Valais School of Art. At HEAD – Genève, the MA in Fine Arts offers three specializations:

- CCC – Research Programme
- Trans – Socially Engaged Art Practices
- Work.Master – Contemporary Artistic Practices

The MA in Interior Architecture is conducted by HEAD – Genève.

The HES-SO MA in Design is run jointly by HEAD – Genève and ECAL. At HEAD – Genève, the MA in Design offers three specializations:

- Fashion and Accessory Design
- Space and Communication
- Media Design

## II QUALIFICATIONS REQUIRED

Applicants must hold a BA degree at university or UAS level, or a foreign qualification deemed equivalent, or be able to obtain the BA degree before 1 September 2024. It is up to the applicants to prove that the admission conditions are met. HEAD – Genève reserves the right to check the validity of private school and foreign diplomas.

Applicants can check the validity of their diploma by sending an e-mail to [admission.head@hesge.ch](mailto:admission.head@hesge.ch).

For applications for admission without the required qualification, please refer to the document on [special conditions and procedures for admission to MA studies](#).

## III LANGUAGE REQUIREMENTS

### III. 1 Master's degree in Interior Architecture and Master's degree in Design (Fashion and Accessories Design, Space and Communication, and Media Design specializations)

The Master in Interior Architecture and the Master in Design are taught in English.

The Master in Interior Architecture also includes some courses in French.

Candidates whose high school diploma or Bachelor's degree was not issued by an English-speaking institution must, after admission, submit by 30 June:

- a B2-level English language certificate, based on the global scale of the Common European Framework of Reference for Languages. This certificate must be produced by a language school or other recognized institution.
- or, a TOEFL test taken no earlier than 1 July 2022, with a minimum score of 92
- or, an IELTS test taken no earlier than 1 July 2022, with a minimum score of 7.0

If applicants fail to submit one of the aforementioned proofs of English language proficiency by 30 June, the admission offer lapses immediately.

## III. 2 Master in Fine Arts, Trans specialization

The Trans specialization of the Master in Fine Arts is taught in French. This programme also includes a number of courses in English, with the option of translation into French as if needed.

Candidates whose high school diploma or Bachelor's degree has not been issued by a French-speaking institution must, after admission, submit by 30 June:

- a B2-level French language certificate, based on the global scale of the Common European Framework of Reference for Languages. This certificate must be produced by a language school or other recognized institution.

Candidates who hold an upper-secondary level qualification from a German-speaking Swiss canton or Ticino that includes French as a subject are exempt from the requirement to provide this language certificate.

## III. 3 Master in Fine Arts, CCC and Work.Master specializations

The CCC and Work.Master specializations of the Master in Fine Arts are taught in French and English.

Candidates whose high school diploma or Bachelor's degree has not been issued by a French- or English-speaking institution must, after admission, submit by 30 June:

- a B2-level French or English language certificate, based on the global scale of the Common European Framework of Reference for Languages. This certificate must be produced by a language school or other recognized institution.
- or, a TOEFL test taken no earlier than 1 July 2022, with a minimum score of 92
- or, an IELTS test taken no earlier than 1 July 2022, with a minimum score of 7.0

If applicants fail to submit one of the above-mentioned certificates of French or English language proficiency by 30 June, the admission offer lapses immediately.

Candidates who hold an upper-secondary level qualification from a German-speaking Swiss canton or Ticino that includes French as a subject are exempt from the requirement to provide this language certificate.

## IV PROCEDURE

The first round of the application process consists of the examination and evaluation by a committee of teachers of the personal file of each applicant (see **V** below).

The second round of the application process consists of an individual admission interview (see **VI** below) to which the applicants selected after the first round are invited by email.

Applicants are notified by email of the results of the first round of the process in the second half of April 2024. Applicants are notified by email of the results of the second round of the process in mid-May 2024.

Applicants who have successfully completed the application process must confirm their registration at HEAD – Genève by 31 May 2024 at the latest. Admission is valid only for the academic year 2024-2025 and cannot be postponed.

Final admission to HEAD – Genève is conditional on obtaining the required BA degree and on submitting the required proof of French or English language proficiency (see **II** above).

## V PERSONAL FILE

**The applicants' personal files must be uploaded to a dedicated online platform (Switch) by 25 March 2024.** A link to the platform is sent to each applicant once the online registration form has been submitted.

**The personal file includes the following elements:**

1. A **curriculum vitae** in English or French.
2. A **text setting out the applicant's motivations and the training project considered, specifying:**

For the MA in Fine Arts options, the text may be written in English or French:

- CCC: the formulation/sketch of a research project.
- Trans: the definition of a collective practice project and fields of action.
- Work.Master: the development perspectives of artistic work.

For the MA in Design options and the MA in Interior Architecture, the text must be written in English:

- The development of design work.

(maximum 5,000 characters)

3. A **text in English or French detailing the applicant's intellectual and professional positioning** in the field of contemporary art (MA in Fine Arts options – text to be written in French or English) / contemporary design (MA in Design options and MA in Interior Architecture – text to be written in English).

(maximum 3,000 characters)

4. A **portfolio of work** consisting of personal work and/or, if the applicant deems it relevant, other work, namely:

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## MA in Fine Arts

The portfolio should demonstrate advanced artistic skills. It includes a rich and considered selection of recent work or ongoing projects.

As the MA courses are specialised and expert courses, the choice of work included in the portfolio should allow for an understanding of:

- The artistic positioning of each applicant.
- The development potential of their practice.
- The adequacy between the applicants' project and the chosen option.

The portfolio may include all types of work deemed relevant to the application: works, research, sketches, drawings, photos, reproductions, digital productions, videos, publications, documentation of artistic experience, references, research experience, or curatorial activities.

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## MA in Interior Architecture

The portfolio should demonstrate advanced design skills. It includes a rich and thoughtful selection of recent work or ongoing projects. The selection of work included in the portfolio should provide an understanding of each applicant's professional positioning or research and potential for development.

## MA in Design

The portfolio may include any type of work deemed relevant to the application: research, sketches, drawings, photographs, reproductions, plans, publications, digital productions, videos, documentation of design activities, or research experiences.

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*All components of the personal file must be submitted in the form of **a single PDF file**, clearly organised in accordance with the **[template provided here](#)** and **with a maximum size of 50 MB**.*

To combine PDF files online, please check

<https://www.adobe.com/acrobat/online/merge-pdf.html>

To compress a PDF file online, please check

<https://www.adobe.com/acrobat/online/compress-pdf.html>

*This single PDF file includes textual and visual elements (text, photos, drawings, diagrams, plans, etc.).*

*Websites, blogs, Tumblr and Instagram must be mentioned in the form of links.*

**Videos (or extracts)**, no longer than 10 minutes, **must also be provided in the form of YouTube or Vimeo links** (with login and password if necessary).

*No audio-visual files may be uploaded to the Switch platform.*

**Candidates who fail to comply with these formal instructions may be disqualified.**

*Applicants' files are deleted from the platform at the end of the admissions process.*

## VI INTERVIEWS

The MA admission interviews take place between 2 and 8 May 2024:

- in English for the Master in Interior Architecture and the Master in Design (Fashion and Accessories Design, Space and Communication, and Media Design specializations)
- in French for the Master in Fine Arts, Trans specialization
- in French or English for the Master in Fine Arts, CCC and Work.Master specializations, at the candidate's choice

These interviews must take place at HEAD – Genève for all candidates whose address is in Switzerland or in the Rhône-Alpes region, except in cases of force majeure. Other candidates may choose between an interview at HEAD – Genève and an interview by videoconference. This choice must be made at the time of registration. Once candidates have chosen the interview method on the electronic form, it cannot be changed, except in cases of force majeure.

Applicants are expected to begin the interview with a presentation of approximately 8 minutes, in which they give an overview of their work and present their training project. In particular, applicants must explain:

- Master in Fine Arts, Trans and Work.Master specializations: a clearly articulated artistic and/or research project
- Master in Fine Arts, CCC specialization: a clearly articulated research project
- Master in Interior Architecture and Master in Design, Fashion and Accessories Design, Space and Communication, and Media Design specializations: a clearly articulated design and/or research project

## VII EVALUATION CRITERIA

In the **first round**, applicants' personal files are assessed based on the following criteria:

1. Relevance of know-how to the field of the intended course – judged on the basis of the portfolio
2. Motivation – assessed on the basis of the text setting out the applicant's motivations and training project
3. Ability to articulate clear and coherent thought in the field concerned – judged based on the text setting out intellectual and professional positioning
4. Appropriateness of the artistic/design development to the level of the intended course – assessed on the basis of the dossier as a whole

Criterion 4 is of a general nature and is designed to identify applicants who are insufficiently prepared or overqualified for the intended course.

During the interview, which is the **second round** of the process, applications are assessed on the basis of the following criteria:

1. Creative skills: aesthetic uniqueness, mastery of the skills and techniques of the field of the intended course, ability to conduct an experimental and multidisciplinary approach, dialogue between the practice and its social, economic, political, and cultural context
2. Reflective and conceptual skills: knowledge of the history and issues of the field of the intended course, ability to articulate a coherent thought process, reflective and critical stance on the artistic / design work
3. Profile and motivation: degree of development of the training project, determination to commit to the chosen field, ability to listen and engage in dialogue

## VIII SUMMARY OF DEADLINES FOR MA APPLICATION PROCESSES

Deadline for online registration      25 March 2024 à 17:00 CEST (Swiss time)

Deadline for submission of the  
personal file on the Switch platform      25 March 2024

2<sup>nd</sup> round interviews      2-8 May 2024

2<sup>nd</sup> round results      May 2024

Confirmation of admission offer      31 May 2024

Submission of proof of French or  
English language proficiency, if  
required      30 June 2024