

## Conditions and procedures for admission to Bachelor's studies

Admissions to the Bachelor's programme involve a two-stage application process. The application process is specific to each course of studies.

All applicants must register online by Wednesday 9 March 2022 at 17:00 CEST (Swiss time) at <https://www.hesge.ch/head/en/studies-and-research/admissions-2022>.

Only completed online forms submitted by the deadline will be considered. **No forms can be submitted and accepted after 9 March 2022 at 17:00 CEST (Swiss time).**

A registration fee of CHF 150 is required. Applicants have the option of paying online or attaching proof of payment to the online registration form. This fee is non-refundable.

Applicants may not register for more than two courses. Those applying for two courses will be evaluated separately for each of the two courses. Being admitted to one course of studies only allows applicants to start this specific course of studies.

### I REQUIRED QUALIFICATIONS

Applicants must have an Upper Secondary Level diploma (see below) or be able to obtain this diploma before 1 September 2022. It is the responsibility of the applicant to demonstrate that the admission requirements are met.

**Bachelor  
Fine Arts  
Films Studies**

- Baccalaureate
- Baccalaureate with preparatory classes or bridge / foundation course
- Specialised baccalaureate in Fine Arts
- Vocational Baccalaureate
- Equivalent foreign qualification
- Other qualifications deemed equivalent

Applicants may contact the Office of Studies of HEAD – Genève to find out whether their qualifications can be considered equivalent

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**Bachelor  
Interior Architecture  
Visual Communication  
Illustration  
Fashion Design  
Product, Jewellery and  
Accessory Design –  
including the  
Watchmaking Chair**

- Vocational baccalaureate in Art with specific vocational education and training
- Specialised baccalaureate in Art and Design
- Baccalaureate with preparatory classes or bridge / foundation course
- Baccalaureate and one year of professional design experience
- Equivalent foreign qualification
- Other qualifications deemed equivalent

Applicants may contact the Office of Studies of HEAD – Genève to find out whether their qualifications can be considered equivalent.

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For applications without the required educational qualifications or for direct admission to the second or third year of a Bachelor's degree, please refer to the document on [special conditions and procedures for admission to Bachelor's studies](#).

## II PROCEDURES

The first stage of the application process consists of the examination and evaluation by a committee of professors of the personal file of each applicant (see III below).

The second stage of the application process consists of an interview (see IV below) to which the applicants selected at the end of the first stage are invited by email.

Applicants are notified by email of the results of the first stage of the application process at the end of March 2022. They are notified by email of the results of the

second stage of the application process at the end of April 2022. Applicants who receive an admission offer from HEAD – Genève have until 31 May 2022 at the latest to accept it. Final admission to HEAD – Genève is conditional on obtaining the required qualifications.

### III PERSONAL FILE

Each applicant's personal file must be uploaded to a dedicated electronic platform (Switch drive) by 9 March 2022. A link to the platform is sent to each applicant once the online registration form has been fully completed and submitted.

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

- A **curriculum vitae** in English or French – please use [this template](#) for your curriculum vitae
- A **five-question portrait** in English or French – please use [this template](#) for your five-question portrait
- A short **presentation video** of maximum 90 seconds
- A **creative exercise** to be done remotely – details of the timetable for the creative exercise will be announced in mid-January 2022

A **portfolio of works** consisting of personal work and/or, if the applicant considers it relevant, other work, namely:

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#### Bachelor Fine Arts

Drawings, research notebooks, photographs, collages, texts, video or digital productions – there is no limit to the types of work that can be included in the portfolio, in which applicants are encouraged to present as rich a selection as possible.

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## Bachelor Films Studies

- The free production of a short film consisting of three shots, with a maximum total duration of 5 minutes.
- The films or sketches of personal films, as well as any unfinished scripts or processing.
- Any other element deemed useful for understanding the work (storyboards, drawings, notes, photographs, collages, texts, podcasts, digital productions, etc.).

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## Bachelor Interior Architecture Visual Communication Illustration Fashion Design Product, Jewellery and Accessory Design

Drawings, research notebooks, photographs, project descriptions, texts, collages, video or digital productions, models, prototypes, objects – there is no limit to the types of work that can be included in the portfolio, in which applicants are encouraged to present as rich a selection as possible.

*All files must be provided in PDF format (texts, photos, drawings, plans, etc.). Personal websites, blogs, Tumblr, Instagram may be mentioned as links in a document on the platform. Videos (or excerpts), of a maximum duration of 10 minutes, will be uploaded on the platform or provided as YouTube or Vimeo links (with login and password if necessary). Videos must have a maximum size of 150 MB per video, while other files must have a maximum size of 50 MB per file. Applicants' files will be deleted from the platform at the end of the admission process.*

## IV INTERVIEW

The Bachelor admission interviews take place between 4 and 12 April 2022. The interview takes place at HEAD – Genève or, if the applicant is unable to travel, by videoconference. Applicants communicate their preferences during online registration.

During the admission interview, the applicant is expected to be able to explain the choice of works in the portfolio, to describe and analyse his/her creative process and to detail his/her motivation for the chosen course.

The admission interview for the BA in Film Studies includes an exercise to be carried out at the time of the interview (screening of a short film excerpt and oral commentary).