Master Conservation and Restoration of Cultural Heritage
Selection Procedure for the 2020-2021 academic year

Registration is now open for specialisations starting in September 2020, which are:

- Book and Paper (BP)
- Historic Interiors (HI)
- Metals (ME)
- Photography (PH)
- Wood and Furniture (WF)

The Conservation and Restoration selection procedure consists of the 5 steps described below:

1. Apply to the Master Conservation and Restoration of Cultural Heritage via the Graduate School of Humanities and upload the required documents in MyInfo before 1 February 2020 (see A).
2. Complete the Canvas tests and assignments between 14 and 20 February 2020 (Fri-Thu) (see B).
3. After the Canvas tests, a PRESELECTION of a maximum of 12 candidates per specialisation is made. Pre-selection is based on the uploaded documents, the test results and the academic level/education level of the candidates. Preselected candidates are notified before 28 February 2020 (see C).
4. All preselected candidates are invited to come to Amsterdam for the second part of the selection process, the skill testing and interview week, which takes place in the week from 30 March 2020 (see D).
5. You are notified of your provisional acceptance or rejection by 24 April 2020 at the latest (see E). The names of selected/unselected candidates are then passed on to the Graduate School of Humanities who will further inform you and help you complete your admission process.

A. Application documents in MyInfo (Graduate School of Humanities)

Apply through the website of the Graduate School of Humanities before 1 February 2020 and submit all of the following documents in MyInfo before submitting your MyInfo application form. A complete dossier consists of the following:

1. Proof of all relevant previous higher education
   a. Transcripts of your higher education degree
      UvA applicants: UvA students can upload a print screen of their grades from SIS
   b. If obtained: your higher education diploma
2. The UvA Motivation Form
   Note: the motivation form is one of our selection criteria and must be completed in English. In question 1 you must state which specialisation you wish to apply for. We recommend that you state a second preference if you want to have a chance to be admitted to the specialisation of your second choice, in the event that you are rejected for the specialisation of your first choice.
3. Proof of language proficiency (unless you are exempt). Please see the GSH website: https://gsh.uva.nl/application-and-admission/english-language-requirements/english-language-requirements.html
4. A Curriculum Vitae

5. Programme-specific document

We ask you to upload an example of academic written work in English, so that the selection committee can get an impression of your academic writing skills. If you do not have an example of academic work written in English (for example, if all your written work so far is in Dutch or another language), translate or rewrite 5-10 pages of a paper or your thesis to English (for example the introduction) and upload this as your example of academic written work.

NOTE: The Graduate School of Humanities disqualifies applications that are incomplete

B. Completion of Canvas tests and assignments (14 February – 20 February 2020)

For all candidates:

- Essay Questions (Art) History of/within the chosen specialisation
  Through Canvas you will receive 3 relevant articles and 3 essay questions that correspond to these articles. You will be asked to answer 2 of the 3 questions. The answers must be uploaded to Canvas. This test assesses your reading and reflection skills and gives us an indication of your English writing level.
- Colour blindness test
  This test is to assess whether you are able to see subtle variations in colour.
- Portfolio
  Via Canvas you must submit a digital personal portfolio in a format of your choice. The portfolio must consist of 5 works that show your level of skills, which you think are relevant to the specialisation of your choice. The works do not have to be related to conservation or restoration. To convince the selection committee, select examples of works that you find illustrative of your skills and competences in a certain area. Each work must be accompanied by a small written justification as to why you chose to include it in the portfolio.
  All 5 works should be digitally uploaded as one file.

For candidates who did not participate in the Dutch UvA BA minor Conservation and Restoration, additional to the above:

- Online Canvas test Basic Chemistry for Conservation and Restoration
  This test has 20 multiple choice questions and a number of open questions
- Online Canvas test Preventive Conservation
  This test has 20 multiple choice questions
- Online Canvas test Principles of Conservation and Restoration
  This test has 25 multiple choice questions

1 Exemption can be granted on the basis of the minor course Basischemie (6EC) or an equivalent educational programme of which the contents can be demonstrated. Exemptions are to be requested through secretariaat-C&R@uva.nl
2 Exemption can be granted on the basis of the minor course Preventieve Conserving (6EC) or an equivalent educational programme of which the contents can be demonstrated. Exemptions are to be requested through secretariaat-C&R@uva.nl
3 Exemption can be granted on the basis of the minor course Conserving en Restauratie: Kennismaking met discipline en beroep or an equivalent educational programme of which the contents can be demonstrated. Exemptions are to be requested through secretariaat-C&R@uva.nl
Literature and examples of past exams can be found in the PDFs that are listed under the heading “Literature and practice tests” on the GSH website (below this file)

C. Preselection

A maximum of twelve candidates per specialisation are invited to come to Amsterdam for the skill testing and interview week (see D). The preselection of candidates takes place on the basis of the online tests and / or the results of the minor course and all documents that are uploaded via the website of the Graduate School. Preselected candidates will receive an invitation by 28 February 2020 at the latest. Please note that the UvA does not cover any costs or assist with the organisation of travel and accommodation.

D. Skill testing and interview week in Amsterdam (30 March to 3 April 2020 at the latest for preselected candidates living abroad; possibly until 7 April 2020 for preselected candidates living in the Netherlands)

If you have been invited to the skill testing and interview week in Amsterdam, you must bring the following:

- A physical portfolio that contains at least the 5 works that you have submitted via Canvas. If the works are not suitable for transport, consider options such as smaller / lighter examples or alternatives. During a personal interview you will have the opportunity to motivate your choice of objects. The portfolio must represent the level of your manual skills and competences for the chosen specialisation and must demonstrate that you are careful with and take care of your work. You are invited to bring additional works as well.
- Basic tools for the manual skills test (such as a pencil, an eraser, a set square, a ruler, glue and a bone folder) that you received a list of when invited.

The skill testing and interview week in Amsterdam consists of the following components:

- A colour sensitivity test, a manual skills test and a drawing / observation test. Important issues that are assessed in connection with these tests are your problem-solving skills, the decision-making process and your ability to reflect. **You do not need to prepare for these tests.**

- An interview with the selection committee, consisting of the staff member(s) of the chosen specialisation and a member of the management team. In the interview both the results of the above mentioned practical/ manual skills test and the portfolio are discussed.

**Note:** If it is not possible to have completed all tests and interviews with preselected candidates before the end of the selection week, then Monday 6 and Tuesday 7 April are reserved for interviews with preselected candidates living in the Netherlands.
E. Selection

As a preselected candidate, you are assessed on the basis of your educational level, academic skills, motivation form, curriculum vitae, command of the English language and the interview with the selection committee. In addition, you are evaluated based on the practical / manual skill test results, your portfolio and demonstrated skills during the practical days (i.e. manual skills, resource management, communication skills, attitude and understanding of the complexity of the profession). Finally, about six candidates per specialisation are selected. You are notified of your provisional acceptance or rejection by 24 April 2020 at the latest.

Once you have been provisionally accepted into the programme, you must comply with all conditions that the Graduate School has set. When you have met the requirements of the Graduate School, you will need to submit a certificate of moral conduct (VOG) to the secretariat of the C & R programme between June and 17 August 2020 at the latest.

Candidates that are not accepted may be wait-listed. If an accepted provisional candidate does not start, wait-listed candidates may be provisionally accepted into the programme.

**SELECTION PROCEDURE 2020-2021 IMPORTANT DATES**

1 February 2020  Deadline for registration via the Graduate School of Humanities

14 – 20 February 2020  Completion of Canvas tests for Basic Chemistry, Preventive Conservation, Principles of Conservation and Essay Questions (Art) History within a specialisation, plus colour blindness test and uploading portfolio

30 March – 3 April 2020  Skill testing and interview week in Amsterdam for preselected candidates (possibly extended until 7 April 2020 for preselected candidates living in the Netherlands)

Provisional acceptance  Applicants will receive provisional acceptance via email by 24 April 2020 at the latest

Wait listed applicants  Applicants that are wait-listed will receive an email of provisional acceptance as soon as possible and before the start of the academic year

17 August 2020  Deadline for submission of Certificate of Moral Conduct (VOG)