

## SELECTION PROCEDURE 2019-2020

THE SPECIALISATIONS FOR THE ACADEMIC YEAR 2019-2020 ARE:

- **Contemporary Art (CA)**
- **Glass and Ceramics (GC)**
- **Paintings (PA)**
- **Technical Art History (TAH)**
- **Textiles (TE)**

The selection procedure for the MA Conservation and Restoration of Cultural Heritage consists of five parts:

1. Apply for the Master Conservation and Restoration through the Graduate School of Humanities and upload the necessary documents in MyInfo before **1 February 2019** (see A).
2. Complete our Canvas tests and assignments in the week of **18 February to 22 February 2019** (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 (see C).
4. Depending on the specialisation that you are applying for, pre-selected candidates are invited to come to Amsterdam for the second part of the selection (test week) or for an interview, which will take place in the week of **8 April 2019**. Pre-selected candidates will be notified about this by **8 March 2019** at the latest (see D).
5. Before **26 April 2019**: the names of selected/unselected candidates will be passed on to the Graduate School. The Graduate School will then inform all candidates (see E).

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

Apply through the website of the Graduate School of Humanities before **1 February 2019** and submit all of the following documents in MyInfo before submitting your MyInfo application form:

1. Official higher education transcripts and diplomas  
UvA applicants: UvA students can upload a print screen of their grades from SIS
2. Bachelor's diploma (if you have already completed your Bachelor's)
3. Motivation letter (max 1 A4)  
Note: the motivation letter is one of our selection criteria. Your motivation must show which specialisation you are applying for. If you also have a second preference, please mention it in your motivation letter
4. CV or resumé (including contact details of two referees)
5. Sample of academic written work (5-10 pages, preferably in English)
6. English language test (unless you are exempt, see the GSH website: <https://gsh.uva.nl/prospective-masters-students/application-and-admission/english-language-requirements/english-language-requirements.html>)

**NOTE: The Graduate School of Humanities disqualifies incomplete applications**

## B. Completion of Canvas tests and assignments (18 February – 22 February 2019)

### For candidates applying for the TAH specialisation:

- Essay Questions (Art) History of/within the chosen specialisation  
You will receive 3 or 4 relevant articles (through Canvas) and 4 essay questions that correspond to these articles. You will be asked to answer 3 of the 4 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.
- Online Canvas test Basic Chemistry for Conservation and Restoration<sup>1</sup>  
This test has 20 multiple choice questions and a number of open questions.
- Colour blindness test  
This test is to assess whether you are able to see subtle variations in colour.

### For all candidates applying for the CA, GC, PA or TE specialisation:

- Essay Questions (Art) History of/within the chosen specialisation  
You will receive 3 or 4 relevant articles (through Canvas) and 4 essay questions that correspond to these articles. You will be asked to answer 3 of the 4 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  
You must submit a digital portfolio of practical or studio work (or other relevant work) through Canvas: the portfolio should consist of 5 works that show your level of skills. The chosen works need to be relevant to the specialisation you are applying for. Each work should be accompanied by a small written justification of why the work was chosen to represent your manual skills and/or artistic abilities. **All 5 works should be digitally uploaded as one file.**

### For candidates applying for the CA, GC, PA or TE specialisation 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<sup>1</sup>  
This test has 20 multiple choice questions and a number of open questions
- Online Canvas test Preventive Conservation<sup>2</sup>  
This test has 20 multiple choice questions
- Online Canvas test Principles of Conservation and Restoration<sup>3</sup>  
This test has 25 multiple choice questions

**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)**

<sup>1</sup>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](mailto:secretariaat-C&R@uva.nl)

<sup>2</sup>Exemption can be granted on the basis of the minor course *Preventieve Conservering (6EC)* or an equivalent educational programme of which the contents can be demonstrated. Exemptions are to be requested through [secretariaat-C&R@uva.nl](mailto:secretariaat-C&R@uva.nl)

<sup>3</sup>Exemption can be granted on the basis of the minor course *Conservering 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](mailto:secretariaat-C&R@uva.nl)

## C. Preselection

A maximum of twelve candidates per specialisation will be invited to come to Amsterdam for the test and interview week (see D). The preselection of candidates will be made on the basis of the online tests and/or minor course test results, and all documents uploaded through the website of the Graduate School. Pre-selected candidates will receive an invitation by **8 March 2019** at the latest. Please note that the UvA will not cover any costs, nor assist with the organisation of travel/accommodation.

## D. Test week in Amsterdam (8 April – 12 April 2019 for pre-selected candidates living abroad; 8 April – 16 April 2019 for pre-selected candidates living in the Netherlands)

All pre-selected candidates who are invited to the test week in Amsterdam need to bring:

- A certified copy of their diploma (if already in possession) and transcripts (to be submitted to the Graduate School)

If you are applying for the **CA, GC, PA or TE** specialisation and have been invited to the test week in Amsterdam, you also need to bring:

- A physical portfolio, containing at the very least the 5 works you uploaded on Canvas. The portfolio depicts relevant work in the specialisation you are applying for. The portfolio must represent the level of your manual skills and abilities as best as possible, and should show that you take care of your work. You will be asked to justify the choice of the works you bring.
- Basic tools for the manual skills test (such as a pencil, an eraser, a set square, a ruler, glue and a bone folder) of which you will receive a list when you are invited.

The test and interview week in Amsterdam will consist of the following elements:

- All pre-selected candidates will have **an interview with the selection committee**, consisting of the lecturer(s) of the chosen specialisation and a member of the management team.

Pre-selected candidates applying for the **CA, GS, PA or TE** specialisation will also have:

- A colour sensitivity test and the following manual skills test: 3D construction test, colour test and drawing test. Other important skills that will be considered in relation to these tests are: your problem solving skills, decision-making process and your capacity for reflection.
- A 1,5 day practical within the chosen specialisation.

Please note that:

- In the interview with candidates applying for the CA, GC, PA or TE specialisation, both the results of the above mentioned practical/ manual skills test and the portfolio are discussed.
- Pre-selected candidates for the TAH specialisation can choose to have an interview via Skype or in person on Wednesday 11 or Thursday 12 April.
- Monday 15 and Tuesday 16 April are reserved for the interviews with pre-selected candidates living in the Netherlands.

## E. Selection

Pre-selected candidates will be evaluated on the basis of their level of education, academic skills, letter of motivation, CV, command of the English language and the interview. Pre-selected candidates applying for CA, GC, PA or TE will also be evaluated on the basis of the practical/manual skills test results, their portfolio and demonstrated skills during the practical days (e.g. manual skills, tools management, communication skills, attitude and insight in complexity of the profession). Approximately six candidates per specialisation will be selected. All candidates will be notified of the provisional acceptance into the programme by the **26<sup>th</sup> of April**.

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 before the start of your study.

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 DATES 2019-2020

1 February 2019	Deadline for registration at the Graduate School of Humanities
18 February – 22 February 2019	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
8 April – 12 April 2019	Test week in Amsterdam for pre-selected students applying for the CA, GC, PA or TE specialisation living abroad
8 April – 16 April 2019	Test week in Amsterdam for pre-selected students applying for the CA, GC, PA or TE specialisation living in the Netherlands
11 April – 12 April 2019	Interviews with pre-selected candidates applying for TAH
Provisional acceptance	Applicants will receive provisional acceptance via e-mail by April 26, 2019
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