



Master Conservation and Restoration of Cultural Heritage

Selection Procedure for the 2022-2023 academic year

REGISTRATION IS NOW OPEN FOR SPECIALISATIONS STARTING IN SEPTEMBER 2022, WHICH ARE:

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

DESCRIPTION OF THE SELECTION PROCEDURE 2022-2023

1. Apply for the Master Conservation and Restoration of Cultural Heritage through the Graduate School of Humanities (GSH) and upload the required documents in MyInfo **before 1 February 2022** (see A).
2. Complete our C&R Canvas tests and assignments **between 18 and 24 February 2022** (Fri-Thu) (see B).
3. After the Canvas tests and assignments, a PRE-SELECTION of candidates will be made for each specialisation. Pre-selection is based on the contents of your motivation form, your CV, your test results and portfolio, and your academic/educational level as determined by the Admissions Office. You will be notified **by 11 March 2022** whether you are admitted to the second phase of the selection process (see C).
4. Pre-selected candidates will be invited to participate in further online selection activities and an interview, that will take place **between 4 and 12 April 2022** at the latest (see D).
5. You will be notified of your conditional acceptance or rejection **in the week of 25 April 2022** (see E). The names of selected, non-selected or wait-listed candidates will be passed on to the GSH Admissions Office, who will further inform you and assist in completing your admission process.

A. Application documents in MyInfo (GSH Admissions Office)

After registering for the programme in Studielink, you will automatically receive an email with a link to your MyInfo UvA application form. **Complete your application before 1 February 2022**. Upload a complete dossier, consisting of the required documents listed below, in MyInfo before submitting your MyInfo application form:

1. Your curriculum vitae;
2. Proof of [language proficiency](#) (unless automatically exempt);
3. Transcript of records of your higher education degree, up-to-date and issued by your home institution;
UvA applicants: UvA students can upload a print screen of their grades from SIS
4. a. Diploma (if already obtained), or list of courses yet to complete (if diploma not yet obtained);
b. Translation of your diploma and transcript of records (if applicable);



5. UvA [Motivation form](#) (PDF);

The motivation form is one of our selection criteria and must be completed in English.

Please state at question 1 (*What study programme are you applying for*) also for which MA Conservation and Restoration **specialisation** you wish to apply: book/paper, historic interiors, metals, photography or wood/furniture.

*It may occur that certain specialisations are over-subscribed while others are under-subscribed. In case you should be turned down for your preferred specialisation, we may approach you to see if you would like to apply for another one. If you are open to this procedure, **we kindly ask you to indicate what your second choice of specialisation would be.***

6. Programme-specific document

We ask you to upload an example of academic written work in English, so that the C&R Admissions Board 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 another language - translate or rewrite **3-5 pages** of a paper or your thesis in English and upload this as your example of academic written work.

NOTE: The GSH Admissions Office will only forward applications to us that are complete.

Incomplete applications or applications that do not meet the GSH requirements will not be taken into consideration.

B. Completion of Canvas tests and assignments, 18 – 24 February 2022

For all candidates:

- Essay Questions test for the chosen specialisation

Via Canvas you will receive 3 selected articles with 3 essay questions related 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

On Canvas you must submit a personal portfolio in a format of your choice. The portfolio should consist of 5 works showing the level of your skills that you think are suitable for the specialisation of your choice. To convince the C&R Admissions Board, select examples of works that you find illustrative of your interests, skills and competences in a certain area. The examples do not necessarily have to demonstrate experience of conservation and restoration. Each work must be accompanied by a small written motivation 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 UvA BA minor Conservation and Restoration, additional to the above:

- Online Canvas test Basic Chemistry for Conservation and Restoration¹
This test has 20 multiple choice questions and a number of open questions.
- Online Canvas test Principles of Conservation and Restoration²
This test has 25 multiple choice questions.
- Online Canvas test Preventive Conservation³
This test has 20 multiple choice questions.

The literature to study for these tests 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](#)

Conditions for exemptions

- ¹ Candidates who have passed the component 'Basischemie' of the UvA minor course Chemie voor conservering en restauratie (114217292Y), or the component 'Chemistry' of the UvA minor course Chemistry, Materials and Techniques of Cultural Heritage Objects I (114221262Y) are automatically exempt from this admission test. Candidates who have followed a similar course of which the content can be demonstrated, can apply for an exemption.
- ² Candidates who have passed the UvA minor course Conservering en restauratie: kennismaking met discipline en beroep (114217066Y) or the UvA minor course Basic Principles of Conservation and Restoration: History, Ethics and Approaches (114221256Y) are automatically exempt from this admission test. Candidates who have followed a similar course of which the content can be demonstrated, can apply for an exemption.
- ³ Candidates who have passed the component 'Preventieve conservering' of the UvA minor course Chemie voor conservering en restauratie (114217292Y), or the UvA minor course Preventive Conservation (114221276Y), are automatically exempt from this admission test. Candidates who have followed a similar course of which the content can be demonstrated, can apply for an exemption. Candidates who are following the UvA minor course Preventive Conservation (114221276Y) at the time of the selection, must take the Canvas test, but the result is not binding. In the event of an unsatisfactory mark, you can still be pre-selected, provided you pass the UvA minor course Preventive Conservation.

To apply for an exemption: please send a transcript showing the result of the relevant course and a detailed course description (in English or Dutch) containing the learning objectives, assessment criteria, literature to be studied, the number of ECs and the level (graduate/undergraduate), to r.krijgsman@uva.nl.

C. Pre-selection

Pre-selected candidates are invited to participate in the online selection activities and an interview during the second and final phase of the selection process taking place at the beginning of April 2022 (see D). Pre-selection is not only based on the online Canvas tests and assignments and/or results of the UvA minor courses, but also on the information you have uploaded in MyInfo. We would like to emphasise the importance of the UvA Motivation Form.

Pre-selected candidates will receive an invitation **by 11 March 2022** at the latest with further instructions regarding the online activities and interview.



D. Second phase of the selection process, 4 – 12 April 2022

Prior to the start of the second phase you will receive instructions for a **practical assignment** to be performed at home. This will be a list of materials that you will need to have at hand while executing the practical assignment during a live Zoom session. Important issues that are assessed in connection with the practical test are your problem-solving skills, the decision-making process and your ability to reflect on them.

To conclude the selection procedure, you will have **an online interview with the C&R Admissions Board** via Zoom. The interview panel will consist of the lecturer(s) of the chosen specialisation and an independent member who is not associated with the specialisation.

During the interview the panel will want to know more about your motivation and personality and they will briefly discuss your CV and the Canvas tests you took.

In addition, the above-mentioned practical assignment and portfolio will be discussed.

Keep in mind that you must have the works from your portfolio within reach during the interview.

Of course there will also be room for questions that you may have about the programme, the selection procedure and about studying in Amsterdam.

E. Selection

As a pre-selected candidate, you will be assessed on the basis of your educational level and academic skills, your motivation, CV and command of the English language, all of which will be addressed during the interview with the C&R Admissions Board. You are also evaluated based on your portfolio and demonstrated skills during the practical assignment (i.e. manual skills, resource management, communication skills, attitude and understanding of the complexity of the profession).

At the end of the selection procedure, about six candidates per specialisation will be selected. You are notified of your conditional acceptance or rejection **in the week of 25 April 2022**.

The Admissions Office will officially inform you and walk you through the steps you need to take in order to make your acceptance unconditional and to become fully enrolled as a UvA student.

EU candidates who are not accepted may be wait-listed. If a conditionally accepted candidate does not start, wait-listed candidates can be conditionally admitted to the programme until 1 September 2022.

Bear in mind that you will be asked to submit a **Certificate of Moral Conduct** (in Dutch: Verklaring Omtrent het Gedrag - VOG) before the start of the programme, which will give you access to the UvA's training studios in the Atelier Building. The "Ateliergebouw" also houses the restoration studios of the Rijksmuseum and the Cultural Heritage Agency of the Netherlands (RCE).

SELECTION PROCEDURE 2022-2023 IMPORTANT DATES

1 February 2022	Deadline for registration via the GSH Admissions Office.
18 – 24 February 2022	Completion of Canvas tests for Basic Chemistry, Principles of Conservation, Preventive Conservation and Essay Questions test, plus Colour Blindness test and uploading portfolio.
11 March 2022	Deadline before which you will be informed whether you have been pre-selected for the second phase. Applicants will be notified by email.
4 – 12 April 2022	Second phase of selection process for pre-selected candidates, consisting of online practical skill testing and an interview.
25 April – 2 May 2022	Period during which pre-selected candidates will be informed whether they have been (conditionally) admitted, rejected or placed on a waiting list. Candidates will be notified by email. Candidates who are wait-listed will receive an email of conditional acceptance as soon as a place becomes available, before the start of the academic year.
15 August 2022	Deadline for submission of Certificate of Moral Conduct (VOG).
