

Person responsible	Approval Conditions open
Date of receipt	Admission type

Academic year 2018/19

## Application for Admission

**Deadline**

- |   |                  |
|---|------------------|
| <input type="checkbox"/> Bachelor of Arts                                     | 16 February 2018 |
| <input type="checkbox"/> Bachelor of Arts in Design Management, International | 16 March 2018    |
| <input type="checkbox"/> Master of Arts in Fine Arts                          | 02 March 2018    |
| <input type="checkbox"/> Master of Arts in Design                             | 09 March 2018    |
| <input type="checkbox"/> Master of Arts in Film                               | 09 March 2018    |

### Personal Details

Please tick  Ms  Mr

Surname / Family Name(s)

First Name(s) / Given Name(s)

Date of Birth (day/month/year)

Address

c/o

Post Code / Place of Residence

Country other than Switzerland

Telephone Number (private)

Telephone Number (business)

Mobile Telephone Number

Marital Status

E-mail Address

Swiss Social Security Number (Swiss applicants only)

Place of Birth (Swiss applicants: PLZ / Heimort/-Kanton)

Native Language(s)

Nationality(ies) / Country of Citizenship (non-Swiss applicants only)

Passport Number (Please enclose a copy of your passport)

Residence Permit (please enclose a copy)

Yes  No Type/Purpose

Expiry Date

**Additional Addresses** (please complete only if these are not identical with the above correspondence address)

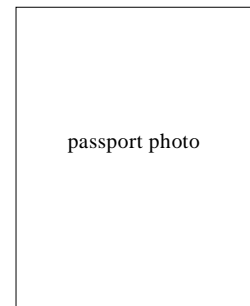
Invoicing Address

Legal Domicile Address (domicile of legal representative(s) or residence for tax purposes)

**Matriculation Number\***

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\* Eight-digit number. A matriculation number is issued to all students in their first year at any Swiss University. **This personal number must be used for further studies in Switzerland.** A sticker with the matriculation number will be put on the original document that serves as proof of eligibility to attend a University (high school certificate or equivalent). If you have already enrolled at a Swiss University, but you did not attend the programme or have decided to discontinue or interrupt your studies, please fill in the matriculation number that was previously assigned to you.



## Programmes of Study

I would like to apply for the following field of study (only one selection possible):

### Bachelor degree

- Bachelor of Arts in Fine Arts and Art Education
- Bachelor of Arts in Product and Industrial Design with Specialisation in Textil Design
- Bachelor of Arts in Product and Industrial Design with Specialisation in Object Design
- Bachelor of Arts in Product and Industrial Design with Specialisation in XS Schmuck
- Bachelor of Arts in Product and Industrial Design with Specialisation in Design Management, Int.
  - Track Product Design Management
  - Track Communication Design Management
- Bachelor of Arts in Visual Communication with Specialisation in Graphic Design
- Bachelor of Arts in Visual Communication with Specialisation in Illustration Fiction
- Bachelor of Arts in Visual Communication with Specialisation in Illustration Non Fiction
- Bachelor of Arts in Visual Communication with Specialisation in Camera Arts
- Bachelor of Arts in Visual Communication with Specialisation in Digital Ideation
- Bachelor of Arts in in Film with Specialisation in Animation
- Bachelor of Arts in Film with Specialisation in Video

### Master degree

- full-time
- \*part-time

### Master of Arts in Fine Arts

- Major Art Teaching (MAT)
- Major Art in Public Spheres (MAPS)
- Major Image Practices (MIP)

### Master of Arts in Design

### Master of Arts in Film

- Specialization Animation
- Specialization Short Motion
- Specialization Interaction

\* part-time studies are only possible after prior agreement with the head of the programme

## Educational History

All details given below with regard to your education and further education must be substantiated by enclosing a copy of every relevant diploma, school report or certificate.

### Details with regard to schools attended at higher secondary level

(e.g. vocational school, grammar school, vocational business or specialist vocational school, teacher training college, etc.)

Vocational school, place (Berufshilfe)      Certificate/diploma in      from      to

Vocational school, place (Berufsmatura) [ ]	Certificate/diploma in [ ]	from [ ] to [ ]	<input type="checkbox"/> parallel to voc. tr. <input type="checkbox"/> after voc. exam.
Grammar school / High school, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]	
Institute, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]	<input type="checkbox"/> parallel to voc. tr. <input type="checkbox"/> after voc. exam.
Institute, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]	<input type="checkbox"/> parallel to voc. tr. <input type="checkbox"/> after voc. exam.

**Details on attended preparatory courses (Vorkurs)**

Institute, place [ ]	from [ ] to [ ]
Institute, place [ ]	from [ ] to [ ]

**Details on professional education and training (Höhere Berufsbildung) and any other training institutions**  
(e.g. HFW, HFT, Technical College etc.)

Institute, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]
Institute, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]
Institute, place [ ]	Certificate/diploma in [ ]	from [ ] to [ ]

**Details of Universities attended**

(e.g. Bachelor, Master, degree courses at Universities of Applied Sciences, Universities, Teacher Training Universities)

Institute, place [ ]	Course of Studies [ ]	from [ ] to [ ]	Degree/diploma: <input type="checkbox"/> Yes* <input type="checkbox"/> No** <input type="checkbox"/> Open***
Institute, place [ ]	Course of Studies [ ]	from [ ] to [ ]	Degree/diploma: <input type="checkbox"/> Yes* <input type="checkbox"/> No** <input type="checkbox"/> Open***
Institute, place [ ]	Course of Studies [ ]	from [ ] to [ ]	Degree/diploma: <input type="checkbox"/> Yes* <input type="checkbox"/> No** <input type="checkbox"/> Open***

\* To enrol at Lucerne University of Applied Sciences and Arts, we **must see your de-registration certificate** ("Exmatrikulationsbestätigung") issued by the previous Swiss Universities or Universities of Applied Sciences.

\*\* If you have discontinued your studies at another Swiss University (of Applied Sciences), you **must enclose your de-registration certificate** confirming the period of any respective studies. De-registration certificates from Swiss Universities of Applied Sciences or Teacher Training Universities must also show all details relevant to financing (ECTS credits obtained and credited – Transcript of Records).

\*\*\* If you are currently enrolled at another field of study, please indicate the date of your expected graduation.  
In this case, a copy of the relevant diploma and de-registration certificate will have to be provided later.

### Professional Activities / Professional Experience / Work Experience (e.g. internships)

All details about your professional activities given below must be substantiated by enclosing a copy of every relevant reference and confirmation. **These documents must contain details of the type and contents of your professional activities and your employment status.**

#### Details on professional experience / Work experience

Function / Position <input type="text"/>	Employer <input type="text"/>	from <input type="text"/>	to <input type="text"/>
		Workload in percent of full-time employment <input type="text"/>	
Function / Position <input type="text"/>	Employer <input type="text"/>	from <input type="text"/>	to <input type="text"/>
		Workload in percent of full-time employment <input type="text"/>	
Function / Position <input type="text"/>	Employer <input type="text"/>	from <input type="text"/>	to <input type="text"/>
		Workload in percent of full-time employment <input type="text"/>	
Function / Position <input type="text"/>	Employer <input type="text"/>	from <input type="text"/>	to <input type="text"/>
		Workload in percent of full-time employment <input type="text"/>	
Function / Position <input type="text"/>	Employer <input type="text"/>	from <input type="text"/>	to <input type="text"/>
		Workload in percent of full-time employment <input type="text"/>	

### Administrative

How did you find out about the educational programme offered by Lucerne University of Applied Sciences and Arts?

Please give a maximum of 5 answers.

<input type="checkbox"/> Employer, fellow worker	<input type="checkbox"/> Invitation/reminder e-mails	<input type="checkbox"/> HSLU magazine
<input type="checkbox"/> Article in a trade journal	<input type="checkbox"/> Info event at HSLU	<input type="checkbox"/> Fair
<input type="checkbox"/> Training institution	<input type="checkbox"/> Info event at my school	<input type="checkbox"/> Online newsletter
<input type="checkbox"/> Friends, family	<input type="checkbox"/> Magazine ads	<input type="checkbox"/> Poster advertisements
<input type="checkbox"/> Vocational and study guidance	<input type="checkbox"/> Website www.hslu.ch	<input type="checkbox"/> Studied at HSLU before
<input type="checkbox"/> Former and current students	<input type="checkbox"/> Other websites (Training/Further education)	
<input type="checkbox"/> Major search engines (google)	<input type="checkbox"/> Social Media	<input type="checkbox"/> Other
<input type="checkbox"/> Employees/lecturers at the HSLU: Name		

## Disabilities

Do you have a disability that could affect your studies in a serious way and/or requires special measures to be taken by the University of Applied Sciences and Arts?

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## Specifics

Specific notes which you think should be considered in the application process (holiday absence, stays abroad etc.)

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## Enclosures

A copy of each of the following documents must be enclosed with the application:

- Diplomas, school reports or certificates with regard to your basic and further education
- Diplomas, references or certificates with regard to your previous vocational and professional training
- Employer reference letters and confirmations of your professional work experience up to now
- De-registration confirmation(s)
- Copy of passport (foreign applicants only)
- Copy of Swiss residence permit if available (foreign applicants only)

## Final Provisions

### Admission requirements – Bachelor of Arts - Design Management, International / applicants must hold

Any type of Vocational High School Certificate or a Federal High School Certificate or equivalent AND at least one-year work experience in the field of art and design. Completion of an art foundation course is recommended but not obligatory.

Please enclose a diploma of your English language skills (eg. CAE or equivalent), a one-page motivational letter explaining why you are applying for this field of study, a portfolio of your art and design work and a description of your work experience in one of the creative or related fields.

Highly talented applicants, who do not fully meet the admission requirements, may be admitted exceptionally “sur dossier”. Previous education, general good educational background and knowledge of foreign languages must be documented and proved in case an applicant does not hold the necessary entrance qualification for a university of applied sciences and arts. Applicants without an art foundation course must prove their understanding and knowledge in the field of art and design.

### Admission requirements – Master of Arts / applicants must hold

Master of Arts in Fine Arts: Bachelor study degree or equivalent university degree in the area of Art or Design  
For applicants with interest in “Lehramtsstudium für Bildnerisches Gestalten an Maturitätsschulen” (Major Art Teaching) an academic baccalaureate or a teacher training college are necessarily required.

Master of Arts in Design: Applicants must hold a design or media relevant Bachelor study degree or equivalent university degree, usually 180 ECTS points and with good or very good ratings/marks.

**Fees**

The registration fee of CHF 125.-- will become due with the portfolio submission.

In case of any deregistration after the portfolio submission, this amount will still be charged.

Withdrawals from the admissions process must be submitted in writing.

**Data protection provisions**

**1. Use of personal data**

<sup>1</sup> The School of Art & Design will handle any of their student's personal data in accordance with the applicable data protection laws.

<sup>2</sup> With their signature, students confirm they agree that the School of Art & Design may use or link their personal data (e.g. first name, surname, matriculation reference, ECTS credits, study course etc) and photos for purposes such as planning, organisation, evaluation, financing, statistics, information, internal learning platforms or form analysis before, during and after their studies. This also includes the transfer of any required data to the BFS and SBFI federal offices and to any Canton or the Federation liable to pay. In addition, such data will be passed to the Zentral- und Hochschulbibliothek Luzern for the purpose of creating a user account, so that media can be borrowed from any larger Swiss university libraries.

**Addresses and information**

**Please send your application documents, at the latest by the registration deadline, to the following address:**

Hochschule Luzern – Design & Kunst

Sekretariat

Sentimatt / Dammstrasse 1

CH 6003 Luzern

Switzerland

Further information on studying at the Lucerne University of Applied Sciences and Arts can be found under [www.hslu.ch/design-kunst](http://www.hslu.ch/design-kunst)

The undersigned confirms that she/he has completed this application form fully and in a truthful manner.

**Place / date**

**Signature**