



## Application for the Admissions Procedure 2011 / 2012 for a Bachelor of Arts Degree Programme

**Deadline for Applications  
Start of the Studies**

20 August 2011 (date of postmark, A-Post/Priority Mail)  
Autumn Semester 2011

### Bachelor Programme

(Please tick one Bachelor programme)

- Bachelor of Arts in Conservation**
- Bachelor of Arts in Fine Arts**
- Bachelor of Arts in Literary Writing**
- Bachelor of Arts in Art Education**
- Bachelor of Arts in Theatre**
- Bachelor of Arts in Visual Communication**
- Bachelor of Arts in Music and Movement (Rhythmic Studies)**
- Bachelor of Arts in Music** (specify the area of study and instrument or main subject):  
Area of study
  - Classical** (  Main subject **"Composition"**    Main subject **"Band Conducting"**    **Instrument/Voice \*** )
  - Jazz** (  **Instrument/Voice \*** )
  - Music and Media Arts**

\* Instrument/Voice:

Desired lecturer:

\_\_\_\_\_

\_\_\_\_\_

- All BA courses:** Hereby, I am applying for a transdisciplinary extension of the BA degree: Status X+Y  
(additional admission requirements in accordance with "[Guidelines for X+Y degrees](#)")

### Personal Details

(Please write legibly in block capitals)

**Surname**

\_\_\_\_\_

**Gender**

F    M

**First name**

\_\_\_\_\_

\_\_\_\_\_

**Street**

\_\_\_\_\_

**Postcode / Town**

\_\_\_\_\_

Please affix a **(colour)**  
**passport photo** here.

**Country**

\_\_\_\_\_

**e-mail**

\_\_\_\_\_

\_\_\_\_\_

**Phone / Mobile / Fax**

\_\_\_\_\_

## Personal Details (continued)

**Nationality**

\_\_\_\_\_

**Home town/Canton** (for Swiss nationals)

\_\_\_\_\_

**Date of birth**

\_\_\_\_\_

**Place of birth** (for foreigners)

\_\_\_\_\_

**AHV** (Swiss social security) **number** (if available)

\_\_\_\_\_

**Are you or have you already been matriculated at a university?**

no       yes

If yes, name of university:

\_\_\_\_\_

Course:

\_\_\_\_\_

**Matriculation number** (if available)

\_\_\_\_\_

## Certificate qualifying Applicants for University Admission

**Admission to a Bachelor's degree or University of Applied Sciences or other diploma** (please specify)

- Swiss "Gymnasiale Maturität", German "Abitur" or comparable foreign secondary school leaving certificate** (please specify)

Main subject/type:

\_\_\_\_\_

Name, location of school and year of completion:

\_\_\_\_\_

- Vocational "Maturität"** (school-leaving certificate)     while completing apprenticeship     full-time after completion of apprenticeship

Specialisation:

\_\_\_\_\_

Name, location of school and year of completion:

\_\_\_\_\_

- other entitlement/school leaving certificate qualifying you for university admission** (please specify)

\_\_\_\_\_

**Residence by attaining the certificate qualifying the applicant for university admission**

\_\_\_\_\_

## Language Skills

**Mother tongue**

\_\_\_\_\_

**Foreign languages** (please specify level: 3 = fluent, 2 = average, 1 = beginner, 0 = no knowledge)

3   2   1   0   **German**

Other languages:

3   2   1   0   **French**

3   2   1   0   **English**

3   2   1   0   **Italian**

\_\_\_\_\_

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## Comments

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Have you enclosed all required documents with the application form?

(Please tick)

- 2 (colour) passport photos, one of which is to be affixed to the application form**
- A copy of the certificate qualifying you for university admission**
- A detailed curriculum vitae**
- A written statement of your personal motivation for the course and the professional activity you wish to take up**
- A copy of your passport or ID card; in the case of foreigners also (if available): the Swiss residence permit**
- Study-specific documents**

## Fees

In submitting your application you should note that the fee for the application and the aptitude procedure totals CHF 150.–.

Admission to the aptitude tests is permitted only with evidence that the fee has been paid.

No waiver or refund of the fee is permitted, such as in the event of withdrawing your application.

Students who are admitted to a course at the BUA and take up the place offered to them will be charged the enrolment fee of CHF 100.– along with the fee for the first semester.

I confirm that this information is correct and complete:

**Place and date**

**Signature**

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Please send your application to the following address

**Bern University of the Arts**

Student Administration – Applications 2011 / 2012  
Fellerstrasse 11  
CH-3027 Bern

Phone +41 31 848 38 38  
Fax +41 31 848 38 01  
[www.hkb.bfh.ch](http://www.hkb.bfh.ch)

## Additional Information regarding your Application

### Attachments

**Please enclose the following documents with your application:**

- 2 (colour) passport photos, one of which is to be affixed to the application form
- A copy of the certificate qualifying you for university admission
- A detailed curriculum vitae
- A written statement of your personal motivation for the course and the professional activity you wish to take up
- A copy of your passport or ID card; in the case of foreigners also (if available): the Swiss residence permit

**Additional Documentation:**

- BA Conservation:
  - certification of work experience and/or internships
  - documentation of your work (format: A4, bound, max. 2 cm thick)
  - a tabular curriculum vitae instead of a detailed curriculum vitae
- BA Literary Writing:
  - samples of your writing, see <http://www.hkb.bfh.ch/en/studium/bachelor/baliteratur/anmeldungliteratur/>
- BA Visual Communication:
  - a portfolio, see <http://www.hkb.bfh.ch/en/studium/bachelor/baviskom/anmeldungviskom/>
- BA Fine Arts:
  - a portfolio, see <http://www.hkb.bfh.ch/en/studium/bachelor/bafinearts/anmeldungkunst/>
- BA Art Education:
  - a portfolio, see <http://www.hkb.bfh.ch/en/studium/bachelor/bavkd/anmeldungvkd/>
- BA Music, for the area of study Music and Media Art or Composition:
  - Documentation of your work, demonstrating your artistic abilities.
- BA Music and Movement (Rhythmic Studies):
  - see supplementary forms <http://www.hkb.bfh.ch/en/studium/bachelor/barhythmik/anmeldungrhythmik/>
- BA Theatre
  - see the supplementary form „Anmeldung BA Theater”
  - <http://www.hkb.bfh.ch/en/studium/bachelor/batheater/anmeldungzulassung/>
- X+Y-Status:
  - Please consult <http://www.hkb.bfh.ch/en/studium/fachbereiche/y/xy-studium/> for information about additional conditions, or contact the Y (Institute for Transdisciplinarity) on +41 31 848 38 68.