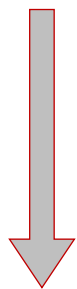


## /// Admission to the Diploma Degree Programme

This is where you find all information regarding the admission requirements, submission of portfolios and the entrance exam.

**The admission procedure takes place annually, in February! Exact dates are announced on the homepage in December!**



Online registration and portfolio submission  
Announcement regarding admission to exam  
Entrance exam  
Announcement regarding admission to studies  
Commencement of studies: winter semester / October

We recommend that you contact the head of the Institute early enough to receive information during office hours in respect of the entrance exam and the study course. If at all possible, you should bring along drawings / a portfolio to the meeting. Please send an e-mail to arrange for an appointment ([kons-rest@uni-ak.ac.at](mailto:kons-rest@uni-ak.ac.at)).

## /// Admission Requirements

As a future conservator-restorer you should have artistic aptitude and enjoy practical-manual, craft-based work. In addition, you should be interested in the humanities (art and cultural history, archaeology ...) and natural sciences (biology, chemistry, physics) and possess sound basic knowledge in these areas. Also, computer skills (Microsoft Office programmes, Adobe Photoshop) would be an advantage.

Applicants should gather information about a conservator-restorer's everyday work life well beforehand. We recommend undertaking a pre-study internship of several weeks at a conservation-restoration studio.

Prerequisite for admission to the studies is the completed 17th year of age. Whilst a higher school-leaving certificate is not a legal requirement, the Matura certificate (or equivalent) has nevertheless proven to be a good foundation for our study programme.

Sufficient German language skills (both spoken and written) are a necessity from the start. Also, basic knowledge of English is a prerequisite, as some courses are held in English.

We would like to point out that due to the extent of compulsory practical work and courses with compulsory attendance during the first semesters of the programme, there will be hardly any opportunity for part-time work or the pursuit of a second study.

## /// Portfolio and Entrance Exam

Admission to the diploma degree programme at the Institute of Conservation is based on a two-tier process that takes place once per year and consists of the submission of the portfolio followed by the actual entrance exam. Prerequisite for access to the exam, which lasts a few days, is the positive assessment of the application portfolio!

The dates for registration and submission of the portfolio will be communicated on the homepage nearer the date of the actual event.

### a) REGISTRATION AND PORTFOLIO SUBMISSION

The obligatory registration for the entrance exam is online. The portfolio can be uploaded during the online registration process. The link and further information are provided [HERE](#).

The portfolio should be of generous proportions (sheet size A3) and contain approx. 20 current works. The Institute asks for precise freehand drawings /studies of nature in pencil (e.g. still life, landscape, etc., preferably a series). Real objects and not photos or other images should be used as templates. The second part of the portfolio can/should contain works in colour (e.g. watercolours, pastels) and may be more freely designed.

The portfolio can also include works related to specialisations of the programme – these should be documented on photos as it is not recommended to bring the original to the Institute (e.g. copy of painting, sculpture, etc.).

The individual sheets are to be labelled with the applicant's name and date of production. The portfolio should be uploaded as one PDF. The drawings should be scanned or photographed in high resolution.

In addition, the portfolio should contain the following documents:

- CV
- educational certificate (e.g. Matura certificate, certificate of completed apprenticeship, or similar)
- evidence of internship (if applicable, e.g. photo documentation, or similar)
- documentation of projects to date (if applicable)
- note on the desired area of specialisation (painting, textile, object, stone)

### b) ENTRANCE EXAM

Applicants whose portfolio was assessed positively will be admitted to the entrance exam. The exam will take 2- 3 days and consists of written, oral, and practical sections.

Within the framework of this exam, applicants' artistic-creative and manual skills (e.g. drawing and colour mixing), observation, basic knowledge in chemistry (at secondary school level) and art history (antiquity to modernity) as well as written skills (art-historical description and motivation letter) are tested. A personal interview will take place to address the applicant's motivation for studying, plus their previous experience in the area of conservation-restoration, if any.

[Recommendations on how to prepare \(PDF\)](#)

The following materials need to be brought to the test:

paper A2 (drawing cardboard), drawing pad, pencils (from HARD to SOFT), sharpener, eraser, vessel for water and colour mixing, brushes, e.g. fine round brushes (thickness 0-4), flat brushes (width 6-14), watercolours, writing materials, scissors

### **/// Admission announcement**

During the days following the exam, applicants will be informed either by e-mail or with an announcement on the notice board whether they have been accepted for the diploma degree studies commencing the next autumn. At the University of Applied Arts Vienna there is no lottery, waiting list or reserve system.