



MASTER'S DEGREE PROGRAMME IN ARCTIC ART AND DESIGN

Service design and applied visual arts are used by our students to work with clients and community groups to identify problems and create solutions - It's creative collaboration.

1. STUDENT SELECTION

Student intake for the Arctic Art & Design Master's degree programme for the University of Lapland is 10 students.

The selection process has two phases. The pre-selection is made by evaluating the portfolios and motivation letters of the eligible applicants. A maximum of 20 applicants will be invited to interview. The final selection of the applicants is based on the statement of motivation, portfolio and the interview. Candidates with best profile and most appropriate skills to complete the master's degree programme will be selected. On the border of acceptance all applicants with the same score will be admitted.

1. Portfolio (0-10 points)

The portfolio consists of three artistic or design projects related to your area of education and artistic activities. The productions should demonstrate your artistic and/or design skills. The productions must be presented as paper prints, photographs, or in digital format. The productions should include the following information: name of the design or art project, a short description of the project's content, aims, method of realization, and the production year. The portfolio must be in one single folder (max. size A3). Add your name to the portfolio and to its attached elements. The portfolios will not be returned to the applicants. The portfolio is evaluated according to the following components: aims, methods and outcomes.

2. Motivation (0-10 points)

Please provide a brief statement of motivation that includes your background and aspirations. The statement should answer the following questions: What do you want to learn in the degree programme? What are your expectations regarding the studies? How do your earlier studies relate to your master's studies? How do you think that the degree programme will help you in your future career? The statement of motivation should be written in English and be no more than 500 words (3000 characters including spaces).

3. Interview (0-10 points)

Based on the assessment of the portfolio and the statement of motivation, a maximum of 20 applicants will be invited for interview. The applicants will be asked a series of questions about their academic and artistic profile, skills, motivation and expectations. The interview is intended to evaluate the applicant's motivation, suitability for the programme and the potential to complete the studies. Interviews will be conducted by phone, Skype or in person in the faculty when possible. An applicant who receives less than 2 points from the interview will be rejected.

2. PROGRAMME-SPECIFIC APPLICATION DOCUMENTS

International applicants who meet the eligibility criteria may apply for the Master's Degree Programme in Arctic Art and Design. The online application on the Studyinfo portal (www.studyinfo.fi) is only open during the application period. The application period opens on December 1st 2017 and closes on January 15th 2018 at 15:00 (GMT +2).

Submit an electronic application form through University Admissions Finland and send all the required enclosures, except the portfolio, to the University Admissions Finland's office by mail by the given deadline. UAF processes all documents in the order of arrival, so it is in your best interest to submit your application documents as soon as possible. It is acceptable to submit documents already before submitting the online application. E-mail attachments will not be accepted. UAF does not process the application documents that have arrived after the deadline.

REQUIRED ENCLOSURES TO THE APPLICATION

- 1) An officially certified copy of the applicant's bachelor's degree certificate in the original language
- 2) An official English, Swedish or Finnish translation of the degree certificate OR an officially certified copy of the Diploma Supplement in English (pertains to graduates of universities within the EU)

3) An officially certified copy of the transcript of the applicant's bachelor's degree in the original language.

4) An official English, Swedish or Finnish translation of the transcript of the bachelor's degree

5) Language certificate (see language requirements above)

6) A copy of your passport's ID page (for Finnish applicants an official ID card with photography, for example a driver's licence, alternatively)

7) A motivation letter in English

8) A portfolio with curriculum vitae in English

Optional:

9) A letter of recommendation from a former teacher or instructor. The letters of recommendation should be enclosed separately in closed envelopes.

* Students graduating during the academic year 2017 – 2018 (after the application period) are eligible to apply by providing an estimated graduation date.

University Admissions Finland does not accept regular photocopies of educational documents. All educational documents must either be officially certified (attested) by the awarding institution, or legalised. For some countries there are country-specific document requirements that must be followed first and foremost before any other requirements for document attestation. Please check if there are any country-specific requirements for your degree-awarding country at www.universityadmissions.fi and then follow the instructions.

In addition, officially certified copies issued by a Finnish Notary Public are accepted. Please note that officially certified copies issued by notaries public in other countries are not accepted without legislation.

If your educational documents are issued in a language other than English, Finnish or Swedish, official translations of them to one of these languages are required. Officially certified copies of the original documents must also be submitted. An official translation must be one of the following:

a) issued by the awarding institution

b) an officially certified copy of a translation issued by the awarding institution

c) translated by an official translator

d) an officially certified copy of a translation made by an official translator

Each page of an official translation must bear the translator's stamp and/or signature. Official translations must be exact translations of the original documents. Translations done by the applicant him- or herself are not accepted.

The authenticity of all documents will be examined and the submission of forged documents will lead to automatic rejection of the applicant.

The required enclosures, except the portfolio, should be sent to:

**University Admissions Finland
Unioninkatu 40 C
FI-00170 Helsinki
FINLAND**

Portfolio should be sent to:

ttk.opinto(at)ulapland.fi

OR

Arctic Art and Design, Faculty of Art and Design, University of Lapland, PO Box 112, FI-96101 Rovaniemi, Finland

Please note that the Application Form and the enclosures will not be returned to the applicant.

If you have questions concerning the studies, the admission requirements and the application process, please contact [admission\(at\)ulapland.fi](mailto:admission(at)ulapland.fi)

3. SELECTION RESULTS AND APPEALING

Results of the selection process will be announced by March 26th 2018 at the latest. Information about results and beginning of the programme will be announced to all applicants by email. The email will contain the admission offer as an attachment. You can only accept one study place leading to a higher education degree in Finland in education that begins in the same academic term.

Accepting the study place

Students admitted to the programme must accept or decline their study place by notifying the Applicant and Student services office of the University of Lapland by April 26th, 2018. Admitted students who fail to notify the University whether they wish to

accept their place or fail to submit the required documents by the due date will have waived their right to study.

University of Lapland
Applicant and Student Services
P.O. Box 122
FI-96101 Rovaniemi
FINLAND

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[A request for rectification and appeal](#)

Applicants dissatisfied with the admissions decision may appeal to the Dean of the Faculty of Art and Design. The appeal must be submitted in writing and indicate in detail the decision against which the appeal is submitted as well as the grounds for the appeal. The appeal must arrive at the Registrar of the University of Lapland within 14 days of the publication of the admission decision. Applicants dissatisfied with the decision of the Dean may appeal to the Administrative Court. Decisions made by the Administrative Court are not subject to appeal.

University of Lapland, Registry Office
Mailing address:
University of Lapland
Registry Office
P.O. Box 122
FI-96101 Rovaniemi
FINLAND