

Application form

Personal information

Family name	Street / house number.
Given name	Other
Date of birth	Zip code / place of residence
Place of birth	Tel.
Nationality	Cell phone
<input type="checkbox"/> male	<input type="checkbox"/> female
	E-mail

Have you already taken an entrance examination for Hochschule für Gestaltung Offenbach?

no yes In _20_____

School attended

High school	<input type="checkbox"/> with university entrance certificate	<input type="checkbox"/> no leaving certificate
Vocational upper secondary school	<input type="checkbox"/> with leaving certificate	<input type="checkbox"/> no leaving certificate
Intermediate school	<input type="checkbox"/> with leaving certificate	<input type="checkbox"/> no leaving certificate
Secondary general school	<input type="checkbox"/> with leaving certificate	<input type="checkbox"/> no leaving certificate
Other schools	<input type="checkbox"/> with leaving certificate	<input type="checkbox"/> no leaving certificate

Type of school

Study

University of Applied Sciences University Art academy Vocational academy
 Private or other art school

Name of the university / school

Place _____

Subject	Number of semesters
Degree	Grade

Vocational training

Training with qualification Training with no qualification

Title of vocation _____ Year of qualification _____

Practical experience, type and duration _____

Internship

Type of company, training facility or institution _____

Type and duration of work _____

Information about applying to study

Application documents

To apply, please submit the following documents:

- a) Certificates of your previous training in the form of certified photocopies, a certificate stating your eligibility to attend university or attend university to study a specific subject, or a school or vocational school leaving certificate, proof of studies undertaken,
- b) the completed application form (can be downloaded from the homepage),
- c) a portfolio of your own artistic/creative works,
- d) a written declaration that you yourself produced the works you have submitted,
- e) a passport photo.

Deadlines

The university must receive a folder portfolio containing all application documents between May 15 and the end of the application period, June 1, (cut-off date). You can submit the folder in person from May 17 until June 1 only from 10:00 p.m. until 12:30 noon in Room 115a, on the first floor. Should June 1 fall on a weekend or a holiday please refer to the information on the website.

As a rule the entrance examination is held in late June. Courses always begin in the winter semester.

Please note:

1. The portfolio of your work must clearly display your name and the words "School of Art" on the outside. The portfolio must not be greater than 95 x 125 cm in size.
2. The delivery charge for your package must be paid in advance. Packages that have not been pre-paid will not be accepted.
3. Please send all the application documents required in one package.
4. The entrance examination is held in German.

Portfolio

For your application to the School of Art the portfolio should contain some 30 examples of your work.

For example:

Drawings, sketch books, works in color, collages, photos, 3D models, computer graphics, digital visualizations and such like. Parts of the works can be submitted on sticks or DVDs. No tablets please. URLs can be specified. In addition the portfolio can contain texts that address artistic and creative questions.

Should they exceed the size of a normal folder and/or an acceptable amount, large sculptural works and 3D objects can be submitted as photos.

The examples of your work should provide the Department's Admission Committee with information about the required artistic/creative talent.

The portfolio remains with the university until the entrance examination, after which it is returned to you.

Determination of artistic and outstanding artistic talent

The examination is divided into:

1. The presentation of a portfolio of the applicant's own works,
2. the supervised production of works on set topics,
3. a discussion with the professors on the Admission Committee.

Following the positive assessment of the submitted portfolio (part 1) you will be invited to parts 2 and 3 of the examination.

Part 2 comprises two or three creative exercises, which have to be completed in one or two hours. These exercises test your drawing and creative skills and your familiarity with technology.

This is followed in part 3 by a discussion which provides you with an opportunity to explain the works you produced in the examination and your application portfolio, and to provide information about your own interests and objectives from studying.

Decision with regard to admission

All examination results will be sent to you in writing.

Should you have passed the entrance examination and the university has accepted your application, you will be informed in good time in writing of the enrollment details.

Further information

The Admission and Registrar's Office will be pleased to provide information about an application and the conditions of admission.

Opening times: Monday to Thursday 9.30 a.m. to 12.00 noon, in addition during the lecture period Wednesday 1.30 p.m. to 3.00 p.m..

Tel.: + 49 (0) 69 800 59 - 201

E-mail: studieninfo@hfg-offenbach.de

You will find detailed information about the fields of teaching on the HfG homepage: www.hfg-offenbach.de

The Department's course guidance service is available from mid-October until early July at 1 p.m. on Wednesdays in Room 101.

As at April 2019